

EDUCATION **University of Oklahoma**
Norman, Oklahoma
Master of Arts in Philosophy

Cameron University
Lawton, Oklahoma
Bachelor of Arts in English with Honors
Minors in Music and Philosophy

EXPERTISE **Skill Areas**

- Project and team management
- Web-based application and database development
- Quality assurance review
- Technical writing and editing
- Graphical User Interface design and development

Software/Programming Languages

- Structured Query Language (SQL)
- ColdFusion and Active Server Pages (ASP)
- Oracle, Microsoft Access and PostgreSQL
- Extensible Markup Language (XML)
- Visual Basic Script
- Adobe Photoshop, Premiere, Dreamweaver and Flash

EXPERIENCE **University of Oklahoma**

Center for Independent and Distance Learning
Norman, Oklahoma
Information Technology Coordinator - September 2003 to Present
Supervise IT staff. Provide leadership and technology support for development of distance learning courses and student information management systems. Develop and maintain database-driven, Web-based applications.

St. Gregory's University

Shawnee, Oklahoma
Faculty Training Technology Director - August 2002 to September 2003
Provided leadership and support to faculty helping expand their use of technology both in the classroom and with distance learning instructional delivery. Implemented and administered online course management system (WebCT), helped redesign the school Web site, and provided Web-based application development support.

Key Multimedia Solutions, Inc.

Oklahoma City, Oklahoma
Director of Operations - July 2000 to June 2002
Managed training development projects. Provided programming, network administration and database management for technology-based projects using HTML, XML, ASP, SQL, VB Script, and JavaScript.

**EXPERIENCE
(Cont'd)**

AlignMark (formerly Multimedia Learning Inc.)

Oklahoma City, Oklahoma

Multimedia Producer - January 1999 to June 2000

Managed training development projects for classroom-, CD-ROM- and Web-based delivery. Produced multimedia, interactive instructional applications using Macromedia's Authorware and HTML, XML, ASP, SQL, VB Script, and JavaScript.

Rose State College

Midwest City, Oklahoma

Coordinator, Instructional Design/Professor - June 1997 to January 1999

Helped faculty introduce technology in the classroom, including development of multimedia applications, presentations, and Web pages, and conversion of courses for Internet delivery. Helped create a Multimedia Communication Certificate Program and taught a Digital Media class.

Multimedia Learning, Inc.

Oklahoma City, Oklahoma

Project Lead/Instructional Designer - September 1995 to May 1997

Oversaw the work of writers, editors, and graphic artists on computer- and instructor-based training development projects. Wrote storyboards and developed multimedia, interactive applications using Macromedia's Authorware. Provided lead configuration management support.

Electronic Learning Facilitators, Inc.

Oklahoma City, Oklahoma

Senior Instructional Designer - December 1994 to August 1995

Led development of communications equipment maintenance course for the FAA, consisting of 80 hours distance learning training (30 hours CBT and 50 hours self-study) and 80 hours resident lecture/lab training.

University of Oklahoma/Federal Aviation Administration

Oklahoma City, Oklahoma

Education Specialist - May 1990 to December 1993

Reviewed and evaluated air traffic control instructional material developed for the FAA, ensuring compliance with instructional system design methodology and FAA publication standards. Researched, rewrote, edited, and proofread the work of technical and training specialists.

University of Oklahoma/Department of English

Norman, Oklahoma

Visiting Lecturer - August 1987 to December 1989

Taught freshmen composition classes and tutored at the Writing Center.