

# MARY B. WINTERHALTER SHOFFNER, PH. D.

- Curriculum Vitae -

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## Summary

Higher education instructional designer and faculty member with over thirty years' experience in instructional design, classroom and online teaching, learning technologies, learning design, curriculum development, and human performance technology

## Professional Strengths and Relevant Experiences

Instructional Design  
College Teaching and Professional Development  
Online Teaching and Learning Design  
Curriculum and Program Development  
Learning Theory  
Technology Tools for Learning  
Research  
Technical Writing  
Management and Supervision

Learning Science and Design  
Higher Education  
Innovation and Change Management  
Human Performance Technology  
Adult Learning  
Training and Staff Development  
Multiple Software Applications and LMSs  
Teacher Education  
Customer/Guest Services

## Educational Background

### Ph. D., Educational Psychology, 1997

emphasis in Instructional Technology; minor in Higher Education Administration & Adult Learning  
**Kent State University**

Dissertation: *Effects of Instructional Strategies on Emerging Technology-Based Visual Literacy Instruction: Problem-Based, Networked Hypermedia-Based, and Cooperative Learning Strategies*

### M.S., Instructional Systems, 1994

**The Pennsylvania State University**

Thesis: *Affective Design Considerations in Computer-Based Instruction for the Adult Learner*

### B.S., Microbiology, 1983

**The Pennsylvania State University**

## Employment Experience

**October 2021 – present** **Instructional Designer, Advanced Professional**  
Penn State College of Agricultural Sciences, Digital Education

- Collaborate with faculty/subject matter experts to design and develop online learning opportunities on diverse topics for diverse audiences

- Provide consultation and partnership to course instructors in the development, design, and integration of innovative instructional structures, solutions, delivery methods, and assessment strategies
- Assess faculty/client instructional needs; establish appropriate instructional goals and learning objectives
- Research and apply pedagogical principles, learning theories, and emerging academic and technology trends in the design of instructional systems to ensure a high quality, collaborative, and adaptable learning experience
- Collaborate with faculty/subject matter expert to author course objectives, course content, assignments, learning resources, documentation, and assessments
- Develop course materials including visual assets, online learning modules and courses, and course marketing information
- Assess and select instructional media, new technologies, and software systems to aid in course development
- Collaborate with faculty/subject matter experts and design team to develop visual assets for online learning
- Pursue, propose, and conduct learning theory and pedagogy research opportunities to further knowledge of the field of instructional design
- Research, design, and develop best practices for team operation and the design and development of online learning

**October 2020 – Sep 2021 Instructional Design Contractor (*self-employed*)**

Provided various instructional design services by contract, including developing learner objectives, writing test items, revising and updating existing course content, designing video storyboards, and writing instructional scripts for subject matter experts.

Primary client: Penn State College of Agricultural Sciences Digital Education

**August 2003 – July 2019 Georgia State University**  
**Associate Professor *with tenure***  
**Department of Learning Sciences**

- More than 20 years' experience at an R1 university in the design, development, implementation, and evaluation of 13 credit courses and five programs (F2F and online) in instructional design, instructional technology, online learning, human performance technology, adoption and diffusion of technological innovation, visual design, teacher education, and academic research methods.
- Applied for and received over \$2.5 million in federal, state, and local research grant funding.
- Conducted research in learning design and instructional strategies in online learning. Published over 30 articles and proceedings and delivered over 50 workshops. Presented research papers at local, state, national and international conferences.
- Supervised students at the doctoral, master's and undergraduate levels.
- Performed service to the department (notably unit coordinator graduate education), college (notably chair of academic affairs and co-coordinator/coordinator of program and college accreditation), university (faculty senate), and to national organizations (AERA, AECT, ISTE) including the development of national standards for the integration of technology into K-12 learning and teaching.

**August 2014 - 2015**      **Center for Urban Language Teaching and Research (CULTR) (Title VI National Language Resource Center)**  
**Co-Director**

**September 1997-2003**      **Georgia State University**  
**Assistant Professor, Instructional Technology**  
**Department of Middle/Education & Instructional Technology**

GSU Teaching/ID Duties included the following courses:

- LT 2010:      *Computer Skills for the Information Age (undergraduate, online)*
- LT 2210\*:    *Integrating Technology into the Elementary Classroom (undergraduate, online)*
- LT 3210\*:    *Teachers and Technology/Teaching, Learning, and Technology Integration (undergraduate, online, and blended)*
- LT 7360\*:    *Integrating Technology into School-Based Learning Environments/Technology for Educators (graduate; online and classroom versions)*
- LT 7100\*:    *Design of Performance and Instructional Systems (graduate, online)*
- LT 7110\*:    *Instructional Design for Classroom Teachers (graduate, online)*
- LT 7150\*:    *Analysis of Performance and Instructional Systems (graduate, online and classroom versions)*
- LT 7990:      *Master's Project /Portfolio in Instructional Technology (graduate)*
- LT 814\*:      *Theory and Design of Computer-Assisted Instruction (graduate)*
- LT 8000:      *Foundations of Instructional Technology (graduate)*
- LT 8090\*:    *Advanced Technology Tools for Interactive Learning (graduate, online)*
- LT 8110\*:    *Leadership in Instructional Technology (graduate, online)*
- LT 8200\*:    *Diffusion and Adoption of Technological Innovations (graduate, online)*
- LT 8420\*:    *Trends in Instructional Technology: Theory of CAI (graduate)*
- LT 8420\*:    *Trends in Instructional Technology: Visual Communication (graduate; classroom and online 2012)*
- LT 8500\*:    *Advanced Instructional Design (graduate, online and classroom)*
- LT 8660:      Internship
- EDCI 8400\*: *Dynamics of Teaching, Learning, and Curriculum Development (graduate)*
- EDCI 8810:    Directed Reading (graduate)
- EDCI 8900\*: *Educational Inquiry (graduate)*
- EDCI 8960\*: *Seminar in Leadership and Supervision in Teaching and Learning (graduate)*
- EDCI 9900:    *Critique of Educational Research (graduate, Ph.D. only)*
- EDCI 9660:    Internship
- ELMT 894T\*: *Topics in Instructional Technology (graduate)*

\*Instructional Designer for course

**Aug.1994–**                      **Kent State University**  
**Aug 1997**                      **Instructor & Teaching Fellow, Instructional Technology**  
   **Department of Educational Foundations & Special Services**

Teaching duties included the following courses.

- Design & Production of Educational Media (graduate)*
- Principles of Educational Media (undergraduate)*
- Introduction to Microcomputers in Education (graduate/undergraduate)*
- Principles of Instructional Design (graduate)*

Assisted in the teaching of the following courses:

- Designing Computer-Assisted Instruction (graduate; supervised by Dr. D. Dalton)*

*Principles of Instructional Design* (graduate; supervised by Dr. D. Dalton)

**July —Aug. 1996**

**Kent State University  
Teaching Fellow, Research and Graduate Studies**

Teaching duties included orientation sessions, workshops and mentoring activities for newly appointed domestic and international graduate research and teaching assistants and teaching fellows.

**1989–July 1994**

**The Pennsylvania State University  
School of Graduate Professional Studies, Great Valley  
Campus Registrar, Trainer, Guest Instructor**

Responsible to the Director of Graduate Program Administration for the variety of functions related to records, registration, class scheduling, data collection and distribution, and for the development and maintenance of related files, systems, and procedures for graduate and continuing education credit and non-credit courses, and bursar function. Supervised full-time staff along with multiple part-time staff.

Served as Guest Instructor to a variety of graduate courses in the topic areas of Instructional Design, Educational Psychology, Adult Learning, and Design of Computer-Based Instruction. Also served as University Trainer for a variety of software packages and their related tasks, including e-mail, relational database report calling, desktop publication, and other varieties of institutional research and publication.

## **Additional Work Experience**

Sep 2021 – present	Penn State University Bryce Jordan Center ( <i>part-time</i> ) Door Guard/Barricade  Provide event security for sports, concerts, and other events
May 2017 – Oct.2019	LiveNation Entertainment ( <i>part-time</i> ) Guest Services/Security Supervisor Multiple locations, Atlanta GA
July 2017 – Oct.2019	ShowPros Entertainment Services ( <i>part-time</i> ) Guest Services/Security

## **Professional Affiliations and Honors**

### **Memberships and Service Positions of Note**

- Association for the Advancement of Computing in Education
- Association for Educational Communications and Technology
  - ~ Member, Definition and Terms Committee, 2009-2013
  - ~ Past-President, Teacher Education Division, 2001-2002
  - ~ President, Teacher Education Division, 2000-2001
  - ~ President-Elect, Teacher Education Division, 1999-2000
  - ~ Member, November 2001 Conference Planning Committee

- ~ Division Chair, October 2000 Conference Planning Committee
- ~ Advisor, 2001 Conference Graduate Student Lounge
- American Educational Research Association
- International Society for Technology in Education
  - ~ ISTE/National Educational Technology Standards 2000 Review Committee

## Honors

- Kent State University College of Education Excellence in Teaching Award as a Teaching Fellow (1997)
- Kent State University Graduate Student Senate Teaching, Research, and Creative Achievement Award (1997)
- Teaching Fellowship, Educational Psychology & Instructional Technology, Kent State University (1994–1997)
- Teaching Fellowship, Research and Graduate Studies, Kent State University (1996)
- Association for Educational Communications and Technology (AECT) Cochran Intern Award for Outstanding Graduate Student in Educational Communications & Technology (1995)

## Research and Scholarly Activities

### Publications (peer-reviewed) - selected

Russell, L.R. & **Shoffner**, M.B. (2010). Performance analysis case study of United States to India software development migrations process. *Performance Improvement*, 49(4).

**Shoffner**, M.B. (2008). The PT3 Crossroads Project: Searching for Technology-PCK and Results. In C. Crawford et al. (Eds.), *Proceedings of Society for Information Technology and Teacher Education International Conference 2008* (pp. 2636-2640). Chesapeake, VA: AACE.

Brantley-Dias, L.B., & Kinuthia, W.L, **Shoffner**, M.B., deCastro, C., & Rigole, N. (2007). Developing pedagogical technology integration content knowledge in pre-service teachers: A case-study approach. *Journal of Computing in Teacher Education*,23(4).

Brantley-Dias, L., Calandra, B., Harmon, S.W. & **Shoffner**, M.B. (2006). An analysis of collaboration between colleges of education and arts & sciences in PT3 grants. *TechTrends*, 50(3), 32-37.

Dias, L.B., **Shoffner**, M.B., & Kinuthia, W.L. (2005). Developing pedagogical technology integration content knowledge in pre-service teachers: A case-study approach. In M.R. Simonson (Ed.), *28<sup>th</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 2005 Convention of the Association for Educational Communications and Technology, Volume 1*. Ames, IA: Iowa State University.

**Shoffner**, M. (2005). Alternative Teacher Preparation Programs: Intersection of Content, Pedagogy and Technology. In C. Crawford et al. (Eds.), *Proceedings of Society for Information Technology and Teacher Education International Conference 2005* (pp. 2813-2817). Chesapeake, VA: AACE.

**Shoffner**, M. (2004). Assessing Inservice Educator Performance of State and National Technology Standards Through Direct Observation. In C. Crawford et al. (Eds.), *Proceedings of Society for Information Technology and Teacher Education International Conference 2004* (pp. 1041-1046). Chesapeake, VA: AACE.

**Shoffner**, M.B., & Dias, L.B. (2003). Assessing in-service educator performance of state and national technology standards. In D.A. Willis and J. Price (Eds.) *Society for Information Technology and Teacher Education Annual*, Vol. 1 (pp. 902-909). Norfolk, VA: Association for the Advancement of Computing in Education.

- Dias, L.B., & **Shoffner**, M.B. (2003). Technology integration practices and beliefs among first-year middle grades teachers. In D.A. Willis and J. Price (Eds.) *Society for Information Technology and Teacher Education Annual*, Vol. 1 (pp. 2191-2198). Norfolk, VA: Association for the Advancement of Computing in Education.
- Shoffner**, M.B., & Dias, L.B. (2002). Meeting state mandates for in-service technology integration training. In M.R. Simonson (Ed.), *24<sup>th</sup> Annual Proceedings Selected Research and Development Paper Presentations at the 2002 Convention of the Association for Educational Communications and Technology, Volume 1*. Ames, IA: Iowa State University.
- Shoffner**, M. B. (2002). Using a Resource-Based Learning Environment to Foster Self-Directed Learning in In-Service Teachers. In C. Crawford et al. (Eds.), *Proceedings of Society for Information Technology and Teacher Education International Conference 2002* (pp. 903-904). Chesapeake, VA: AACE.
- Shoffner**, M.B., Dias, L.B., & Thomas, C.D. (2001). A model for collaborative relationships between instructional technology and teacher education programs. *Contemporary Issues in Technology and Teacher Education* [Online serial], 1(3), 395-411. Retrieved March 24, 2003, from <http://www.citejournal.org/vol1/is3/currentissues/general/article1.htm>
- Shoffner**, M.B. (2001). Models of instructional technology leadership in U.S. schools. In J. Willis and J. Price (Eds.) *Society for Information Technology and Teacher Education Annual*, Vol. 1. Norfolk, VA: Association for the Advancement of Computing in Education.
- Shoffner**, M.B., & Dias, L.B. (2001). On-line support and portfolio assessment for NETS-T standards in preservice programs at a large southeastern university. In M.R. Simonson (Ed.), *23<sup>rd</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 2001 Convention of the Association for Educational Communications and Technology, Volume 1* (pp. 372-380). Ames, IA: Iowa State University.
- Smith, G.G., & **Shoffner**, M.B. (2001). Facilitating technology integration through effective professional development: A local school model. In M.R. Simonson (Ed.), *23<sup>rd</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 2001 Convention of the Association for Educational Communications and Technology, Volume 1* (pp. 381-389). Ames, IA: Iowa State University.
- Shoffner**, M.B., Thomas, C., & Dias, L.B. (2000). *Establishing partnerships between instructional technology and teacher education departments: A case study*. In M.R. Simonson (Ed.), *22<sup>nd</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 2000 Convention of the Association for Educational Communications and Technology, Volume B*. Ames, IA: Iowa State University.
- Shoffner**, M.B., Jones, M., & Harmon, S.W. (2000) Paradigms restrained: Implications of new and emerging technologies for learning and cognition. *Journal of Electronic Publishing* [Online serial], 5(6). Retrieved March 24, 2003, from <https://quod.lib.umich.edu/j/jep/3336451.0006.111?view=text;rgn=main>
- Shoffner**, M.B. (2000). Using a resource-based learning environment to foster self-directed learning in pre-service teachers. In M.R. Simonson (Ed.), *22<sup>nd</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 2000 Convention of the Association for Educational Communications and Technology*. Ames, IA: Iowa State University.
- Carlton, D.J., Kicklighter, J.R., Jonnalagadda, S.S., & **Shoffner**, M.B. (2000). Design, development, and formative evaluation of "Put Nutrition into Practice," a multimedia nutrition education program for adults. *Journal of the American Dietetic Association*. 100(5), 555-563.
- Shoffner**, M.B., & Dalton, D.W. (1998). Effects of problem-based, networked hypermedia, and cooperative strategies on visual literacy instruction. In N.J. Saushak & C. Schlosser (Eds.), *20<sup>th</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 1998 Convention of the Association for Educational Communications and Technology* (pp. 371-390). Ames, IA: Iowa Sate University.
- Tipton, M.H., Kovalik, C.L., & **Shoffner**, M.B. (1998). Technology tools for restructuring course delivery. In N.J. Saushak & C. Schlosser (Eds.), *20<sup>th</sup> Annual Proceedings: Selected Research and Development Paper Presentations at the 1998*

*Convention of the Association for Educational Communications and Technology* (pp. 445-453). Ames, IA: Iowa State University.

### **Publications (non-peer-reviewed)**

Shoffner, M.B. (2001). The state of T.E.D. (Teacher Education Division). *Techtrends*, 45(1).

Shoffner, M.B.W. (1997). *Effects of Instructional Strategies on Emerging Technology-Based Visual Literacy Instruction: Problem-Based, Networked Hypermedia-Based, and Cooperative Learning Strategies*. Unpublished doctoral dissertation, Kent State University, 1997.

Shoffner, M.B.W. (1994). *Affective design considerations for computer-based instruction for adult learners*. Unpublished master's thesis, The Pennsylvania State University, 1994.

Shoffner, M.B., Dias, L.B., (on hold). Technology integration standards: A historical perspective.

Shoffner, M.B. (in progress). Exploring Online Learner Readiness in Undergraduate Students

Shoffner, M.B. (TBD). Free time as a variable in the adoption and diffusion process.

Shoffner, M.B. (TBD). Online learning design considerations for the returning adult student.

### **Books:**

Shoffner, M.B. (2008). *Integrating technology into school-based learning environments*. Atlanta, GA: Georgia State University uLearn/Blackboard (self-published).

### **Book Chapters (requested, not published):**

Shoffner, M.B., Dias, L.B., Sun, Y. Instructional technology standards: Significance, impacts, and applications

### **Papers Presented at Professional Meetings:**

Stone, D.E., & **Shoffner**, M.B. (2013 November). *Change factors within a university system adapting to online delivery*. Paper presented to be the 19<sup>th</sup> Annual Sloan Consortium International Conference in Online Learning. Orlando, Florida

Stone, D.E. & **Shoffner**, M. B. (2013 October). *The identification of key change factors within a southeastern state university system increasing online learning*. Paper presented at the Association for Educational Communications and Technology (AECT) International Conference, Anaheim, CA.

Stone, D.E., & **Shoffner**, M.B. (2012 November). *Application of an organizational performance and change model to online learning in a university system*. Paper presented at the 18<sup>th</sup> Annual Sloan Consortium International Conference in Online Learning. Orlando, Florida.

Stone, D.E., & **Shoffner**, M.B. (2011 May). *Applying organizational development concepts to support online delivery capacity*. Paper presented at the Distance Learning Administration Conference, Savannah, GA.

Polly, D., Duffield, J., Duffy, F., Dias, L., Mims., C. & **Shoffner**, M.B., (2008 November). *Shaping Teacher Education for the 21st Century: Where are we headed?* Paper presented at the Association for Educational Communications and Technology National Conference. Orlando, FL.

- Lokey-Vega, A. & **Shoffner**, M.B. (2008 November). *Revisiting the Role of Technology and Curriculum in K-12 Education for a Knowledge Economy*. Paper presented at the Association for Educational Communications and Technology National Conference. Orlando, FL.
- Shoffner**, M.B. (2007, March). *The PT3 Crossroads Project: Searching for Technology-PCK and Results*. Paper presented at the Society for Information Technology and Teacher Education International Conference, San Antonio, TX.
- Brantley-Dias L. B., Calandra, B., Harmon, S. & **Shoffner**, M.B. (2006 October). *PT3 Collaboration Between Colleges of Education and Arts & Sciences*. Paper presented at the Association for Educational Communications and Technology National Conference. Dallas, TX.
- Dias, L.B., **Shoffner**, M.B., & Kinuthia, W.L., & DeCastro, C. (2006 April). *Developing pedagogical technology integration content knowledge in pre-service teachers: A case-study approach*. Paper presented at the annual conference of the American Educational Research Association (AERA), San Francisco, CA.
- Dias, L.B., **Shoffner**, M.B., & Kinuthia, W.L. (2005 October). *Developing pedagogical technology integration content knowledge in pre-service teachers: A case-study approach*. Paper presented at the Association for Educational Communications and Technology National Conference, Orlando, FL.
- Shoffner**, M.B. (2005 March). *Alternative teacher preparation programs: Intersection of content, pedagogy, and technology*. Paper presented at the Society for Information Technology and Teacher Education International Conference, Phoenix, AZ.
- Shoffner**, M.B., & Dias, L.B. (2004 March). *Assessing in-service educator performance of state and national technology standards through direct observation*. Paper presented at the Society for Information Technology and Teacher Education International Conference, Atlanta, Georgia.
- Shoffner**, M.B., Dias, L.B., & Atkinson, F.D. (2003 April). *An evaluative study of first year middle school teachers' ability to integrate technology*. Paper presented at the American Educational Research Association Annual Meeting, Chicago, IL.
- Shoffner**, M.B., & Dias, L.B. (2003 March). *Assessing in-service educator performance of state and national technology standards*. Paper presented at the Society for Information Technology and Teacher Education International Conference, Albuquerque, NM.
- Dias, L.B., & **Shoffner**, M.B. (2003 March). *Technology integration practices and beliefs among first-year middle grades teachers*. Paper presented at the Society for Information Technology and Teacher Education International Conference, Albuquerque, NM.
- Shoffner**, M.B., & Dias, L.B. (2002 November). *Meeting state mandates for in-service technology integration training*. Paper presented at the Association for Educational Communications and Technology National Conference, Dallas, TX.
- Shoffner**, M.B. & Dias, L.B. (2002 March). *Modeling Effective teaching practices through the use of a resource-based learning environment*. Paper presented at the 4<sup>th</sup> Annual Teaching and Learning Expo, Georgia State University, Atlanta, GA.
- Shoffner**, M.B. (2001 March). *Models of instructional technology leadership in U.S. schools*. Paper presented at the Society for Information Technology and Teacher Education International Conference, Orlando, FL.
- Shoffner**, M.B., Thomas, C., & Dias, L.B. (2001 February). *Keeping the "I" in "IT": Establishing partnerships between instructional technology and teacher education departments*. Paper presented at the European Teacher Educators Network Annual Meeting, Bruges, Belgium.
- Shoffner**, M.B., Thomas, C., & Dias, L.B. (2000 October). *Establishing partnerships between instructional technology and teacher education departments: A case study*. Paper presented at the Association for Educational Communications and Technology National Conference, Denver, CO.



- Shoffner, M.B., & Harmon, S.W.** (2000 May). *Paradigms restrained: Implications of new and emerging technologies for learning and cognition*. Paper presented at the New Information Technologies and Liberal Education Conference, Furman University, Greenville, SC.
- Shoffner, M.B.** (2000 February). *Using a resource-based learning environment to foster self-directed learning in pre-service teachers*. Paper presented at the Association for Educational Communications and Technology National Conference, Long Beach, CA.
- Shoffner, M.B.** (February 1999). *Planning for technology integration: Establishing the link between skills and practice*. Paper presented at the Association for Educational Communications and Technology National Conference, Houston, TX.
- Shoffner, M.B.** (1999, February). *Development of an on-line per-service education technology course*. Paper presented at the Association for Educational Communications and Technology National Conference, Houston, TX.
- Shoffner, M.B.** (1998, March). *Multimedia and student-centered learning in the classroom*. Paper presented at the Microcomputers On-Line Regional Conference, Atlanta, GA.
- Shoffner, M.B., and Dalton, D.W.** (1998, February). *Effects of problem-based, networked hypermedia, and cooperative strategies on visual literacy instruction*. Paper presented at the Association for Educational Communications and Technology National Conference, St. Louis, Missouri.
- Shoffner, M.B. & Dalton, D.** (1997, February). *Applying problem-based instructional strategies to returning adult learner populations*. Presentation at the Association for Educational Communications and Technology National Conference, Albuquerque, New Mexico.
- Tipton, M. & **Shoffner, M.B.** (1997, February). *Incorporating multimedia into pre-service teacher education: A template model*. Presentation at the Association for Educational Communications and Technology National Conference, Albuquerque, New Mexico.
- Shoffner, M.B.** (1996, February). *What makes a teacher a technology adopter?* Presentation at the Association for Educational Communications and Technology National Conference, Indianapolis, Indiana.
- Dalton, D., Williamson, S., and **Shoffner, M.B.** (1996, February). *Collaboration for technology integration: A working model*. Presentation at the Association for Educational Communications and Technology National Conference, Indianapolis, Indiana.
- Voithofer, R., Williamson, S., and **Shoffner, M.B.** (1996 February). *Kent State University, May 1970: An interactive CD-ROM Presentation* at the Association for Educational Communications and Technology National Conference, Indianapolis, Indiana.
- Shoffner, M.B.** (1995, February). *Self-directed learning meets technology: Integrating computer based instruction and adult learner needs*. Presentation at the Association for Educational Communications and Technology National Conference, Anaheim, California.
- Lanier, D., Chambers, E., Cummings, J., & **Shoffner, M.B.** (1994, April). *The evolution of the registrar's office—What does the future hold?* Presentation at the American Association of College Registrar's and Admissions Officers National Conference, Boston, Massachusetts.
- Shoffner, M.B., & Milheim, W.D.** (1994, February). *Designing computer-based instruction for the returning adult student*. Presentation at the Association for Educational Communications and Technology National Conference, Nashville, Tennessee.

Milheim, W.D., **Shoffner**, M.B., & Bane, A.F. (1993, November). *Cross-curriculum use of technology in a higher education setting*. Presentation at the University of South Carolina Computers on Campus Conference. Myrtle Beach, South Carolina.

**Shoffner**, M.B., Milheim, W.D., Clarke, M.L., Wisniewska, S., & Stein, E.W. (1993, November). *Strategic planning for computing in a higher education setting: Faculty and administrative perspectives*. Presentation at the University of South Carolina Computers on Campus Conference. Myrtle Beach, South Carolina.

## Regional Presentations

**Shoffner**, M.B. (2016, October). *Implementation of instructional technology innovation in higher education settings*. An invited presentation to the Emory University Instructional Technology Community of Practice, Emory University, Atlanta, GA.

Brantley-Dias, L. & **Shoffner**, M.B. (2005, October). *Technology integration in teacher education*. A presentation for the Partners in Learning from the Ministry of Education, P.R. China at Georgia State University, Atlanta, GA.

**Shoffner**, M.B. & Dias, L.B. (2004, March). *Standards-based E-portfolios*. Paper presented at the Georgia State University Teaching and Learning Expo, Atlanta, GA.

**Shoffner**, M.B. (1999, December). *Professional standards for technology integration*. Technology for Teachers Regional Conference, Atlanta, GA.

## Reports

**Shoffner**, M.B., Finn, M., & Borthick, F. (2007, May). *Academic Program Review Report of the Department of Marketing*. Atlanta, GA: Georgia State University.

Donnelly, D., Pullman, G., & **Shoffner**, M.B. (2006, April). *Academic Program Review Report of the Department of Social Work*. Atlanta, GA: Georgia State University.

Brinton, M., Manson, S.T., & **Shoffner**, M.B. (2005, April). *Academic Program Review Report of the School of Music*. Atlanta, GA: Georgia State University.

**Shoffner**, M., et al. (2005). *Advanced Educator Preparation Program Continuing Approval Report: Educational Specialist, Teaching and Learning Program, Georgia State University*. Atlanta, GA: Georgia State University.

**Shoffner**, M.B. (2004, July). *PT3 Project Performance/Status Report Year 1 Report: Project Specialty Area: (TEEMS Alternative Teacher Preparation Programs). Year one report on the Preparing Tomorrow's Teachers to Use Technology (2003-2006)*. U.S. Department of Education grant for the research and development of initiatives to coordinate and increase the infusion of technology into pre-service education. Funded for \$530, 243 for the time period of October 2003- August 2006. Served as author/Co-Principal Investigator. Unpublished manuscript.

**Shoffner**, M.B. & Harmon, S.W. (2004, October). *Preparing Tomorrow's Teachers to Use Technology Final Report*. U.S. Department of Education grant for the research and development of initiatives to coordinate and increase the infusion of technology into pre-service education. Funded for \$808, 813 for the period of September 1999- August 2003. Unpublished manuscript.

**Shoffner**, M.B., & Dias, L.B. (2001). *Proposal for the approval of IT 7360 to meet the Special GA Technology Requirement*. Unpublished manuscript

**Shoffner, M.B. (2000).** *Initial Proposal for the Recognition of Three Certificate Programs to Meet the Instructional Technology Needs of Georgia Schools.* Unpublished manuscript.

**Shoffner, M.B., Hill, J.R., Hayden, J.J., & Curlette, R. (1999).** *P-16/Grady Cluster Technology Assessment.* Unpublished manuscript.

## **Funded Research & Development**

**CULTR Center for Urban Language Teaching and Research (2014-2018).** *U.S. Department of Education Title VI Grant* to establish a national language research center (LRC) housed at Georgia State University. CULTR provides research funding, professional development, resources, and public outreach in foreign language teaching and preparing urban learners for international career opportunities. **Co-PI**, center co-director (2014 -2015), researcher, and resource developer. **Funded for \$724,900** for the time period October 2014 – August 2018.

### **CULTR Presentations and Outreach, 2015**

Nichols, W., Nolde, P., **Shoffner, M.**, & Weigle, S. (2015, March). *CULTR: New Title VI National Language Resource Center at GSU.* Presentation at the Southern Conference on Language Teaching (SCOLT), Southeastern Association for Language Learning and Technology (SEALLT) and the Foreign Language Association of Georgia (FLAG). Atlanta, GA

Nichols, W., Nolde, P., **Shoffner, M.**, & Weigle, S. (2015, May). *Global Language Access for All.* Presentation at the 10<sup>th</sup> Annual Sources of Urban Excellence Conference. Alonzo Crim Center, Georgia State University. Atlanta, GA.

Workshops: Language Teachers Summer Workshops (June, 2015). Technology and Foreign Language Teaching; Enhancing your Language Instruction: SLA Basics for Teachers; and Assessment in the Language Classroom. Georgia State University (attended by k-12 Language Coordinators).

Exhibitor (2015, March). Southern Conference on Language Teaching (SCOLT), Southeastern Association for Language Learning and Technology (SEALLT) and the Foreign Language Association of Georgia (FLAG).

**MSIT Mobile Wireless Teaching Computer Laboratory (2008-2009).** Georgia State University Information Systems and Technology Student Technology Fee Grant for the replacement of a two wireless teaching laboratories with access points on the 6<sup>th</sup> floor of the College of Education. Served as grant author, administrator, and evaluator. Requested funding amount \$163,394.14. Proposal funded at 50% for \$ 74,617.00. (Internal)

**Preparing Tomorrow's Teachers to Use Technology (2003-2007).** U.S. Department of Education grant for the research and development of initiatives to coordinate and increase the infusion of technology into pre-service education. Served as Co-Principal Investigator. **Funded for \$530, 243** for the time period of October 2003- October 2007. (External)

**MSIT Mobile Wireless Teaching Computer Laboratory (2002-2003).** Georgia State University Information Systems and Technology Student Technology Fee Grant for the establishment of a wireless teaching lab with access points on the 6<sup>th</sup> floor of the College of Education. Served as grant author, administrator, and evaluator. **Proposal funded for \$64,090.** (Internal)

**Instructional Computing Lab at Alpharetta Campus (2002-2003).** Georgia State University Information Systems and Technology Student Technology Fee Grant for the establishment of a teaching laboratory for COE and COB classes at the Alpharetta North Metro Campus. Served as grant author, administrator, and evaluator. **Proposal funded for \$54,567.** (Internal)

**On-line Support and Portfolio Assessment for NETS-T Standards in Preservice Programs at Georgia State University (2000-2001).** Georgia State University Center for Teaching and Learning PT3 mini-grant for the research and development of

initiatives to coordinate and increase the infusion of technology into pre-service education. Served as lead author and project director. **Funded for \$14,680.13** for the period of November, 2000-August, 2001. **Continued funding for \$9000.00** for the period of January 2002 – August 2002. (Internal)

**A study of first year middle school teachers and their ability to integrate technology into the school (2000-2001).** Georgia State University College of Education Scholarly Inquiry grant for the establishment of research initiatives. Served a major contributing author and member of project team. **Funded for \$3000** for the time period of October 2000 – June 2001. (Internal)

**Preparing Tomorrow's Teachers to Use Technology (1999-2003).** U.S. Department of Education grant for the research and development of initiatives to coordinate and increase the infusion of technology into pre-service education. Served as major contributing author. **Funded for \$808, 813** for the time period of September 1999- August 2003. (External).

### Non-Funded Research & Development

**MSIT Mobile Wireless Teaching Computer Laboratories (2007-2008).** Georgia State University Information Systems and Technology Student Technology FY2008 Fee Grant for the replacement and extension of a wireless teaching lab with access points on the 6<sup>th</sup> floor of the College of Education. Served as grant author. Proposal requested funding of \$134,042.14 (Internal)

**Breaking Through Barriers: Wireless Communications in the Mathematics Classroom.** Thomas, C., Schultz, K., Hilliard, A. Nosegbe, C., Shoffner, M. & Koellner-Clarke, K. (2002).. Hewlett-Packard High Achieving Schools Initiative Grant. Served as grant Co-author. Proposal requested funding of \$410,640.

**Breaking Through the Barriers: Wireless Communication in the Mathematics Classroom (2001).** Hewlett Packard High-Achieving Schools Initiative. Proposal detailed the development and assessment of a wireless laboratory for use with seven low income/high achieving schools to study factors contributing to success, integration of technology into the delivery of the mathematics curriculum, and to create a sustainable technological mathematics community. Funding of \$222,500 was requested. Served as contributing author. (External)

**Teaching and Learning Grant: Model Technology-Infused Course (1998).** University System of Georgia grant for the redesign and development of a pre-service technology integration course. Proposal detailed the development of a resource-based, web-based learning environment for middle and secondary education students. Funding of \$15,000 was requested. The initial learning environment was developed without funding. (External)

### Editorial/Review Boards

**Submission reviewer,** International Journal of Problem-Based Learning (2007-2018).

### Dissertations Chaired

Stone, D. E. (2012). Organizational change factors for increasing online learning within a southeastern state university system. Unpublished doctoral dissertation.

Goetzl, W.R. (2011). The role of media specialists with respect to instructional technology in an urban school district in Georgia. Unpublished doctoral dissertation.

Tsang Kosma, W. (2010). *University Staff Perspectives on Change Management Strategies in Student Information System Adoption.* Unpublished doctoral dissertation.

**Award:** Winner, MSIT Outstanding Doctoral Dissertation Award, 2010.

**Published:** Tsang Kosma (2011). *University Staff Perspectives on Change Management Strategies in Student Information System Adoption* Saarbrücken, Germany: LAMBERT.

Vanderbilt, K. (2008). *Online Professional Development: Instructor Beliefs and Instructional Strategies for Adult Learning*. Unpublished doctoral dissertation.

**Published:** Vanderbilt, K. (2009). *Online Professional Development: Instructor Beliefs and Instructional Strategies for Adult Learning*. Saarbrücken, Germany: VDM Verlag.

Smith, A.G.G. (2004). *Instructors' perspectives on the relationship between district policy and the implementation of a technology professional development program*. Unpublished doctoral dissertation.

## Special Competencies

### Workshops

**Sharing Thoughts and Ideas: Creating a Presentation Using MS PowerPoint** (June 2000). Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University

**Sharing Thoughts and Ideas: Creating Cognitive Maps with Inspiration 5.0** (June 2000). Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University

**Sharing Thoughts and Ideas: Creating a Presentation Using MS PowerPoint** (June 1999). Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University

**Sharing Thoughts and Ideas: Creating Cognitive Maps with Inspiration 5.0** (June 1999). Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University.

**PowerPoint as an Alternative Student Presentation Format** (June 1998), Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University.

**HyperStudio as an Alternative Student Presentation Format** (June 1998) Workshop developed and presented to participants in the Peachtree Urban Writing Project at Georgia State University.

**Multimedia on Demand: Learn to Author Multimedia with HyperStudio** (February 1997) with M. Tipton. Workshop designed for K-12 and college faculty wishing to incorporate technology into their teaching methods. Workshop accepted as part of the program at the 1997 AECT National Convention in Albuquerque, New Mexico.

**Syllabus and Schedule Planning** (1996). Workshop presented to new graduate research and teaching assistant appointments as part of a weeklong orientation program. (Kent State University)

**Kent State University Campus and Community Workshop** (1996). History of Kent and an orientation to the campus and community presented to new graduate research and teaching assistant appointments as part of a weeklong orientation program.

**CUSeeMe** (1996). Workshop presented as part of a daylong "Infusing Technology into Teacher Education Workshop" for Kent State College of Education faculty guest facilitated by Dr. Landra Rezabek, University of Wyoming.

**Introduction to ClarisWorks Word Processing** (1994). Hands-on workshop presented to Kent State University College of Education students and administrative staff.

## Consulting

### **Georgia Department of Education Office of State Superintendent of Schools (2003).**

Evaluation Consultant, ESEA/NCLB Title II, Part D. Enhancing Education Through Technology. Reviewed evaluation plans of awarded proposals and made suggestions for improvement in order to generate empirical, valid, and reliable indicator data.

### **National Educational Technology Standards Accreditation Standards Development Writing Team (2001).**

Writing team member to revise and rewrite the ISTE/NCATE standards to align specialty technology preparation programs with NET standards, design rubrics for program review, and provide input on the supporting explanations for the revised standards and rubrics document submitted to NCATE. Advanced Program Standards adopted by NCATE June 2002.

### **U.S. Department of Education Office of Post-Secondary Education. (1999, 2000).**

Grant Peer Reviewer. Preparing Tomorrow's Teachers to Use Technology (PT3) Program. Year 1999 Tier I and Year 2000 Tiers I & II grant application reviewer. Reviewed a total of 25 grant applications each year, each requesting funding of approximately \$1 million. A total of \$75 million awarded each year.

### **Georgia Department of Education, Office of State Superintendent of Schools (1998-99).**

Grant Peer Reviewer. Technology Literacy Challenge Grant. Reviewed submissions from throughout the state for nationally fund grant.

### **Kent State University, Center for Educational Leadership Studies (1995).**

Data compilation and analysis of research in local school teaching methodologies in comparison to standardized test scores.

## Instructional Development Projects

**A Guide to Emc2** (Penn State e-mail system) (1993). Training seminar presented to PSU registrars, faculty, and staff.

**Development of the Schedule of Classes** (1994). Training seminar and instructional manual for the production of the PSGV schedule of classes, presented to PSGV staff.

**Development of the Semester Enrollment Report** (1994). Training seminar and instructional manual; presented to PSGV staff.

**Calculating the ECI (Enrollment, Credit, Income) Report** (1994). Training seminar and instructional manual presented to PSU faculty and staff.

## Mediated Productions

*(Individual and team productions)*

**LT 3210 – Teaching, Learning, and Technology Integration (2016, 2017).** (Major revision) Internet-based, resource-based learning environment for pre-service teachers. Includes instruction and resources in pedagogy, instructional design, digital literacy, information literacy, visual literacy, digital storytelling, Web 2.0 technology skills, and technology integration for teachers of middle-secondary students. *2016 revision included development of units on online learning readiness, digital storytelling and STEAM, as well as the development and testing in online learning readiness and learner objectives and assessment. 2017 revision included reorganization based on types of learning through technology (e.g. visual learning, lifelong learning, learning by doing), addition of infographics, digital video storytelling, social media surveying, and extensive opportunities for reflection.* Online within iCollege LMS. Used for asynchronous learning.

**LT7360 - Integrating Technology in School-Based Learning Environments** (2017). (Major revision to meet requirements for Georgia Professional standards Commission Instructional Technology Teacher Certification. Revisions include reorganization of course materials to meet standards, portfolio development, and field-based work in Teaching, Learning, and Assessment; Digital Learning Environments; and Candidate Growth and Professional Development. (Much of the previous course content in interactive learning design moves to LT8090 Internet for Educators/ **Advanced Technology Tools for Interactive Learning**. Online within iCollege LMS. Used for asynchronous learning.

Proposed new course description submitted September 2017: *This course provides teachers with the skills and knowledge to design and create technology-enhanced classroom environments. Design and creation of products for student-centered learning environments takes place through numerous activities with various technologies.*

**LT7110 Instructional Design for School-Based Settings** (2017, development continuing 2018). New course to meet requirements for Georgia Professional standards Commission Instructional Technology Teacher Certification.

Course description: *This course provides students with the skills and knowledge needed to apply current principles of learning and instruction to the systematic design of learning experiences in school-based settings. Special attention is paid to topics specific to learning in school settings, including unit and lesson planning, learning, assessment, classroom management, content and technology standards, authentic learning, differentiation, cooperative learning, and the design, development, and management of learning experiences for both school-aged children and professional development for (adult learner) teacher populations. Students create an instructional or performance system in a real world context.*

**LT 8110 Leadership in Instructional Technology** (2017, development continuing 2018). New course to meet requirements for Georgia Professional standards Commission Instructional Technology Teacher Certification.

Course description: *This course provides students with the knowledge, skills, and dispositions needed to a) inspire and lead the development and implementation of a shared vision for the effective use of technology to promote excellence and support transformational change throughout the school/district organization, and b) conduct needs assessments, develop technology-based professional learning programs, and design and implement regular and rigorous program evaluations to assess effectiveness and impact on student learning.*

**LT8090 Internet for Educators/Advanced Technology Tools for Interactive Learning** (2017 redesign, development continuing 2018). Major revision to meet requirements for Georgia Professional standards Commission Instructional Technology Teacher Certification. Revisions include reorganization of course materials to meet standards, portfolio development, and field-based work in Teaching, Learning, and Assessment; Digital Learning Environments; Digital Citizenship and Responsibility; and Candidate Growth and Professional Development.

Proposed new course description submitted September 2017: *This course provides teachers with the skills and knowledge to design and create advanced interactive online learning environments. Design and creation of interactive learning products along with development of strategies for classroom implementation takes place through numerous activities with various interactive technologies.*

**LT 2210 – Integration of Technology Into the Elementary Classroom** (2015). (Major revision). Online, resource-based learning environment for pre-service teachers. Includes instruction and resources in pedagogy, instructional design, classroom management, digital literacy, information literacy, visual literacy, Web 2.0 technology skills, and technology integration for teachers of non-readers and early-readers. Online within Desire2Learn LMS. Used for asynchronous online learning.

**LT3210 – Teaching, Learning, and Technology Integration** (2015). (Major revision) Internet-based, resource-based learning environment for pre-service teachers. Includes instruction and resources in pedagogy, instructional design, classroom management, digital literacy, information literacy, visual literacy, Web 2.0 technology skills, and technology integration

for teachers of middle-secondary students. Online within Desire2Learn LMS. Used for asynchronous and blended online learning.

**IT 3210 – Teaching, Learning, and Technology Integration** (2014). (Major revision). Internet-based, resource-based learning environment for pre-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration. Online within Desire2Learn. Used for blended online learning.

**IT 7360 online learning environment** (2013). Internet-based, resource-based learning environment for pre-service and in-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration. Resides in password-protected LMS). 100% online course, text, and video resources.

**IT 7360 online learning environment** (2008). Internet-based, resource-based learning environment for pre-service and in-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration (major revision). Resides in password-protected LMS). 100% online course, text, and video resources.

**IT 7360 Resource-Based Learning Environment** (2004, 2006). Internet-based, resource-based learning environment for pre-service and in-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration (major revision)

**IT 3210/7360 Resource-Based Learning Environment** (2002). Internet-based, resource-based learning environment for pre-service and in-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration. <http://msit.gsu.edu/IT/Teachers/> [archived]

**IT 3210 – Teachers and Technology** (1998). Internet-based, resource-based learning environment for pre-service teachers. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration.

**IT 7360 – Technology for Educators** (1998). Internet-based, resource-based learning environment for in-service teachers and those training for initial Library Media Specialist certification. Includes resources in pedagogy, classroom management, diversity, information literacy, visual literacy, technology skills, and technology integration.

**Visual Literacy.** (1996). An instructional module (CBI and WWW-based versions) for inclusion in the Principles of Educational Media course for pre-service educators at KSU. Available [on-line] at: <http://www.educ.kent.edu/27400/vlo/>. Retrieved September 17, 2003 from [http://msit.gsu.edu/IT/Teachers/Resources/Sharing\\_Thoughts/Adding\\_Visuals/vislit.html](http://msit.gsu.edu/IT/Teachers/Resources/Sharing_Thoughts/Adding_Visuals/vislit.html)

**Kent State University, May 1970.** (1995) An educational multimedia CD-ROM for grades 9-12 and college freshmen depicting the events leading to and including the shootings of four Kent State students by the Ohio National Guard.

**An Introduction to Wine—A Guide for the Perplexed.** (1994) An interactive video program.

**OASIS (Open Access to Student Information Systems).** (1993-94). Kiosk-type interface for PSU students to access student and course records. (Interface designer).

**Penn State Great Valley—Come Join Us!** (1993). Prototype informational video on the graduate program in Instructional Systems at Penn State Great Valley.

**The Penn State Telephone/Voice Response Registration System.** (1992). Computer-based instructional package (application and instructional manual).

## Service



## Learning Technologies Division

**Chair, LTD Promotion and Tenure Third Year Review Committee (2017).** One review completed.

**Coordinator (and development), Post-graduate certificate program, Instructional Technology (2016-present).** Design and development of a four-course advanced teaching certificate program for holders of a level 5 professional educator certificate. Proposal involved the development of two new synchronous online courses (LT 7110 *Instructional Design for School-Based Settings*; LT 8100, *Leadership in Instructional Technology*), as well as a plan for extensive field-based mentoring and evaluation. Program was approved by CEHD faculty in December 2016 to be offered beginning fall, 2017 (pending GA Professional Standards Commission approval). Other 2016 duties included training in the Georgia PRS-II certification program reporting system for program application and review by the PSC. Program submitted to PSC for approval via PRS-II February 1, 2017 and approved July 2017. Course design and development in progress. Program offering delayed from fall 2017 to fall 2018.

**Coordinator, IT 7360 (1999-2011, 2013-2014).** Oversee the scheduling, staffing and teaching of IT 7360, *Integrating Technology into School-Based Learning*, a required course in many graduate teacher education programs. Interacts with the Office of Academic Assistance, the Dean's Office, multiple graduate programs for scheduling purposes, approving student requests for course substitutions, maintaining an online course learning environment, and interacting with faculty who use enrolled students and the course learning environment as a basis for research. Approve students from various non-IT programs for course waivers in order for students to earn certification. Beginning 2007, developed 100% asynchronous online version of course. Course is updated every semester.

**-Learning Technology Faculty Search Committee (2013-2014).** Participated in the search and interview process for tenure track position in LT.

**-2<sup>nd</sup> Floor Renovation Committee (2012-2013).** Provided input on the renovation of classroom and office space on the COE second floor to facilitate space for Learning Technologies Unit.

## Department of Middle/Secondary Education & Instructional Technology

**Program Coordinator, Instructional Technology Online Teaching Endorsement (2010-2013).** Developed and oversee the teacher education endorsement in Online Teaching. Includes admissions review, advising, and compilation of data for accreditation.

**Academic Program Review Writing Committee (2011 – 2012).** Unit representative to committee writing department self-study report for 2011-2012.

**Unit Leader, Learning Technologies (2008-May, 2011).** Serve as professor-in-charge of all Learning Technology programs, including the M.S. in Instructional Design & Technology, the Ed.S. In Teaching and Learning, Instructional Technology emphasis, and the Ph.D. in Instructional Technology. Manage course scheduling and other administrative tasks for unit. Attend monthly Leadership Committee meeting with MSIT Department Chair and other Unit Leaders.

**Coordinator, IT 7360 (1999-2011, 2013-present).** Oversee the scheduling, staffing and teaching of IT 7360, *Integrating Technology into School-Based Learning*, a required course in many graduate teacher education programs. Interacts with the Office of Academic Assistance, the Dean's Office, multiple graduate programs for scheduling purposes, approving student requests for course substitutions, maintaining an online course learning environment, and interacting with faculty who use enrolled students and the course learning environment as a basis for research. Approve students from various non-IT programs for course waivers in order for students to earn certification. Beginning 2007, developed 100% asynchronous online version of course. Course is updated every semester (*included in LTD and MSIT*)

**MSIT Faculty Annual Review Committee (2010 – 2012).** Served as member to recommend procedure and conduct peer review of MSIT faculty.

**Middle Grades Education Faculty Search Committee, (2010-2011).** Served as committee member for search and interview process for a tenure track faculty position in Mathematics Education.

**Mathematics Education Faculty Search Committee, (2008-2009).** Served as committee member for search and interview process for a clinical faculty position in Mathematics Education.

**MSIT Promotion and Tenure Committee (2005, 2006-2008).** Department -level committee; reviews candidate briefs for consideration for promotion to associate professor and for tenure. Submits recommendation to college committee, ACFPT. Also conducts third-year review of non-tenured faculty.

**Learning Technologies Faculty Annual Review Committee: (2007-2008)** Unit-level committee. Reviewed clinical, non-tenured, and tenured faculty for annual review. Made recommendations to department chair for merit pay raise purposes.

**Instructional Technology Faculty Search Committee, Chair (2007-2008).** Served as committee chair for search and interview process for a clinical faculty position in LMT.

**Graduate Program Coordinator, MSIT (2004-2006).** Managed the administrative functions of all graduate programs for the department chair as needed with the exception of the TEEMS programs.

**Research and Graduate Program Committee, Chair. (2005-2006).** Advisory Committee to the department chair; made recommendations on the administration of Ed.S. and Ph.D. program in Teaching and Learning, and the staffing and scheduling of courses with an EDCI designation. Served as coordinating editor/author of the Ed.S., Teaching and Learning Program Review Document for NCATE/PSC reaccreditation in March 2006.

**Program Coordinator, Educational Specialist in Teaching and Learning (2002-2003, 2004-2006).** Served as coordinator to facilitate the development and evaluation of program.

**Instructional Technology Faculty Search Committee (2002-2003).** Participated in the search and interview process for two tenure track positions in IT.

**Guest Speaker, IT 8000, Foundations in Instructional Technology (Fall, 2002).** Discussed research experiences and establishment of personal research agenda.

**Instructional Technology/Library Media Search Committee, Chair (1999-2000).** Served as committee chair for search and interview process for a tenure track position in IT/LMT.

**Instructional Technology/Library Media Faculty Search Committee (1997-98).** Participated in the search and interview process for a tenure track position in IT/LMT.

**Instructional Technology Liaison – Middle Childhood Education (1998-present).** Participated in the planning and portfolio review process for Middle Grades students. Developed guidelines and associated web site for the conversion of the IT 3210 Learning Environment Portfolio to the INTASC portfolio for junior and senior year review.

**Guest Speaker – EDCI 4630/4640 MSIT Student Teaching and Critical Issues Seminar. (Fall, 1999-Spring, 2000).** Presented lecture/workshop on the development of the Professional Teaching Portfolio. Established criteria and grading rubric for the completion of student portfolios for Critical Issues grade.

**Guest Speaker - EDCI 896 Seminar in Teaching and Learning (Spring, 1998).** Discussed research experiences and establishment of personal research agenda.

**Guest Speaker – EDCI 8970 Seminar in Teaching and Learning (Spring, 2000).** Discussed national technology standards for pre-service and in-service educators, as well as K-12 students.

## **GSU College of Education & Human Development**

**Faculty Affairs Committee (2013-present). Chair, 2015 - 2018.** FAC addresses grievances, appeals, petitions, promotion and tenure policies, evaluation of faculty merit, compensation, “fringe” benefits, recruitment, dismissal, faculty development, faculty rights and responsibilities, working conditions, and faculty self-governance.

**CEHD Strategic Planning Committee (2016 – present). Member.** Committee for the review of CEHD previous 2012-2020 Strategic Plan. As member, developed focus group script and presentation, led focus group, and participated in the development of report on 2017 plan updates.

**CEHD Advisory Committee on Clinical Faculty Promotion (2017-present).** Member (departmental representative). Committee for the review of clinical faculty members seeking promotion to the associate and full professor rank.

**CEHD DEd College Teaching (2016).** Member. Committee to examine the need and potential development of a professional doctoral program in College Teaching. As member, researched US advanced graduate programs in higher education and college teaching.

**Student Affairs Committee, Chair. (2010-2013).** Addressed issues regarding student affairs for the college, including the awarding of college scholarships, distribution of student fees to student organizations, reviewing Student Academic Dishonesty Hearing procedures, and preparing various reports for the college.

**Dean’s Advisory Committee (2010- 2012).** Student Affairs representative to committee. Advised dean on college issues.

**College Committee for the Cumulative Review of Tenured Faculty (2008-2009),** Member. Reviewed dossiers for the five year review of tenured faculty.

**College Strategic Planning Faculty Retreat Co-Covener.** (February, 2008), Co-Chaired workshop committee on alternative college structures.

**Professional Education Council (2004-2006) Chair, 2005-2006; Chair-elect, 2004-2005** \**March 2006 NCATE review*

**PEF Standards and Accreditation Committee (2001-present) Chair 2003-2007.** \**March 2006 NCATE review*

**Professional Education Committee Executive Council (2003-2006)**

**Dean’s Research Advisory Council (2005-2006)**

**COE Faculty Appeals Committee (2005-2006).**

**Preparing Tomorrow’s Teachers to Use Technology Grant Representative (September 1999 – August 2002).** Represented GSU at meetings regarding the PT3 Federal Grant in Dallas, TX, Atlanta, GA, and Washington, D.C., as well as on campus.

**Preparing Tomorrow’s Teachers to Use Technology Grant Advisory Committee (September 1999 – August 2000).** Steering committee for the implementation of the PT3 Federal Grant.

**Technology for Teachers 1998 Regional Conference Planning Committee (December 1998)** (Sponsored by the COE/Instructional Technology Center).

**Peachtree Urban Writing Project Workshop Instructor (1998-1999).** Designed, developed, and delivered workshops in technology skills and technology integrated learning environments for PUWP participants.

## **Georgia State University**

**GSU University Senate Ad hoc Committee on Revising the Student Evaluation Instrument (2016, May).** Represented CEHD interests and expertise in evaluation of online learning.

**Georgia State University Senate. Elected senator representing Department of Middle/Secondary Education & Instruction Technology (2003 – 2010)**

**University Strategic Plan Writing Group (2004).** Appointed by the Dean as one of three COE representatives to this committee chaired by the Provost to write the University 2005-2010 strategic plan.

**Committees:**

- Admissions and Standards (2003-04)
  - Enrollment Management subcommittee (2003-04)
  - Retention (Adhoc Subcommittee) (2003-04)
- Academic Programs and Continuing Education/Council on Academic Programs (APACE)/(CAP) (2004-07)
  - Academic Program Review Subcommittee (2004-07)
    - School of Music Review Committee (2004-05)
    - Department of Social Work Review Committee (2005-06)
    - Department of Marketing Department Review Committee, **Chair** (2006-07)
  - Graduate Council (2005-07)
- President's Commencement Committee (2003-04)
- Information Systems & Technology (IS&T) (2004-05; 2008-2009)
- University Standards and Senate Bylaws (2005-07)
- Planning and Development Committee (2008-2010)

**Faculty Evaluator, BANNER Implementation Project, (2000).** Serve as faculty evaluator for training modules and screen design of new administrative software (student information system).

## Community at large

**Technology Project Leader (2003-2004)** Northview High School Advanced Placement U.S. Literature class; Fulton County School District.

**Webmaster, Northview High School Men's and Women's Soccer Program.** (2002-2003). Fulton County School District.

**Parent-Faculty Liaison (2000-2001).** Shakerag Elementary School (Fulton County) Web Committee.

**P-16/Grady Cluster Technology Assessment Committee (1998-99).** Ad-hoc committee established to evaluate partner schools' technology integration readiness. Advised Grady High School on planned technology purchases (lottery funds) for 1998-99 school year. Developed report on technology readiness for each of three partner schools. Atlanta Public School System.

**Technology Project Leader (1998).** Medlock Bridge Elementary School, Fulton County School District. Coordinated with T. Sasso, teacher; designed, developed, and managed technology infused unit on the civil War for a fifth grade class.

**Technology Volunteer (1997-1999).** Medlock Bridge Elementary School, Fulton County School District.

**Technology Volunteer (1999-2000).** Shakerag Elementary School, Fulton County School District.

## National/Professional Organizations

**Association for Educational Communications and Technology (2009 – 2013). Member, Definition and Terms Committee.** Address changing definitions and domains of the field of Instructional Systems Design. Authoring/editing *AECT Encyclopedia of Instructional Design and Technology Terminology* for publication in 2013.

**American Educational Research Association – Peer Reviewer (2009).** Participated in peer-review process for research papers for the national meeting program for the Instructional Technology Special Interest Group. Reviewed 12 papers.

**Association for Educational Communications and Technology Peer Reviewer – Research and Theory Division (2005).** Participated in peer-review process for research papers for the national meeting program and for inclusion in the Annual Research and Conference Proceedings Publication.

**Association for Educational Communications and Technology (November, 2001 – November, 2002). Past-President, Teacher Education Division.**

**Association for Educational Communications and Technology (October, 2000 – November, 2001). President, Teacher Education Division.**

**Association for Educational Communications and Technology (November, 2000 - present).** 2001 conference Graduate Student Lounge Planning Committee Adviser.

**Association for Educational Communications and Technology (February 2000-October, 2000). President Elect, Teacher Education Division.** Responsible for planning conference program and coordinating peer-review of papers.

**Association for Educational Communications and Technology (May-July, 2000).** Division chair, 2000 Conference Program Planning Committee.

**Association for Educational Communications and Technology Peer Reviewer – Teacher Education Division (1999-2003).** Participated in peer-review process for research papers for the national meeting program and for inclusion in the Annual Research and Conference Proceedings Publication.

**ISTE/National Educational Technology Standards 2000 Review Committee (January, 2000- June, 2000).** Updated and reviewed national standards for technology competency for students and graduates of NCATE accredited teacher education programs (NETS-T). Resulting standards presented at National Educational Computing Conference in Atlanta in June 2000.

**ISTE/NCATE 2000 Standards for Teacher Education Review Committee. (May, 1999 – June 2000).** Updated and reviewed national standards for pre-service programs, providing feedback related to technology competencies of new teachers for 2000 implementation for all NCATE schools.

**Association for Educational Communications and Technology (AECT) 2000 Conference Planning Committee. (February 1999 – February 2000).** Evaluated feedback from 1999 national meeting in Houston, Texas, and assisted in the planning of the February 2000 national meeting in San Diego, California.

**National Educational Computing Conference – 2000 Program Planning Committee – (February, 1999 – June, 2000).** Assisted in the planning of national meeting program, including locating and coordinating, proposal reviewers, as well as reviewing conference proposals for the Technology in Teacher Education strand.

**National Educational Computing Conference – 1999 Conference Evaluation Committee. (February 1999 – June 2000).** Planned and assisted in the evaluation of NECC '99 National Meeting in Atlantic City, New Jersey.

**National Educational Computing Conference – 1999 Session Chair. (June 1999).**

**Association for Educational Communications and Technology Peer Reviewer, Research Papers (1997-1998).** Participated in peer-review process for research papers submitted to the organization for inclusion in the Annual Research and Conference Proceedings Publication.

**Association for Educational Communications and Technology Peer Reviewer – Research and Theory Division (1997-2000).** Reviewed research proposals for the national meeting program and for inclusion in the Annual Research and Conference Proceedings Publication.

**Association for Educational Communications and Technology Peer Reviewer – Design of Learning and Performance Environments Division (1996-1999).** Reviewed research proposals for the national meeting program.

**Association for Educational Communications and Technology National Meeting Session Chair – Design of Learning and Performance Environments Division (1997-1999).**

### **Previous Institutional Service ((*partial listing*))**

Kent State University, Department of Educational Foundations and Special Services, Academic Complaint Committee (1996-97). Graduate student representative. Mediated student complaints of an academic nature

Kent State University, Department of Educational Foundations and Special Services, Faculty Search Committee (1995-96). Search to fill a faculty position in Instructional Technology and Educational Psychology

Kent State University, College Of Education, Dean's Graduate Student Advisory Committee (1994-1995). Apprised Dean of the College of the needs of graduate students

The Pennsylvania State University, Office of Administrative Systems, OASIS (Open Access to Student Information System) Design Committee (1993-94). Designed screens for computer program using graphical user interface and developed University recommendations and guidelines for screen design for future application development

The Pennsylvania State University, Office of the University Registrar, Schedule of Classes Committee (1993-94). Revised Schedule of Classes publication and developed guidelines and best practices for the standardization of the Schedule of Classes at all 23 Penn State locations

Penn State Great Valley, Information Sharing Committee, Chair (1991-1994). Facilitated monthly meetings of all campus constituencies for purpose of increasing interdepartmental communication

Penn State Great Valley, Staff Development Committee (1992-94). Determined staff development needs and organized professional and personal training programs to meet needs

Penn State Great Valley, Information Systems Committee (1991-94). Determined academic and administrative technology needs, developed three-year strategic plan for organization of campus information systems personnel and purchases

Penn State Great Valley, Childcare Task Force, Chair (1989-1993). Researched campus staff and student childcare service needs

### **References**

Available upon request

*January 2024*