Teri Thomas

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PERSONAL STATEMENT

As an instructional designer, faculty member and course developer in higher education, I have a proven track record tying assessments with measureable course objectives and participating in the peer-review process. Having this experience has enabled me to deliver relevant courses with the appropriate technologies and activities to help students reach module, course, and program objectives. Staff training in the form of monthly professional development opportunities is a team effort from the distance education division, consistently garnering positive faculty evaluations. I am looking to secure a position with an organization where my excellent communication, customer service, and design skills will add value and continue to develop over time.

ONLINE PORTFOLIO

- http://www.terithomasdesign.com

SOCIAL MEDIA

- **Facebook: Teri Thomas, EdDesign**
- Twitter: @chocomagic

EDUCATION

M.Ed., Instructional Design and Technology, 2013
Post University; Waterbury, CT
- Capstone Project: *Are You Ready to GXMO?* Online examination prep course for first-year radiography students to secure the licensure necessary for employment performing x-ray examinations in the State of Ohio. Also used by second-year radiography students as a national registry exam prep.
- Capstone Project: http://www.radexam.net (formerly http://areyoureadyto.net)

B.S. Radiologic Sciences, 2010
Adventist University (formerly Florida College of Health Sciences); Orlando, FL
- Honors: Magna Cum Laude

A.S. Radiologic Technology, 2008
Mercy College of Ohio (formerly Mercy College of Northwest Ohio); Toledo, OH
- Honors: Magna Cum Laude
- Member of Phi Theta Kappa (inaugural year), Vice-President of Fellowship

Certificate: Computed Tomography, 2009
Owens Community College; Toledo, OH

DESIGN EXPERIENCE

Instructional Designer – August, 2016 – present
Post University
Waterbury CT
Accomplishments:
- Designer of dynamic learning environments, specializing in the online student experience in Malcolm Baldrige School of Business.
- Point person for the development and implementation of the course review process
- Collaborates with instructional technologists to incorporate the latest in instructional technologies appropriate for the subject matter and audience.
- Consultant to Academic Program Managers (APM) and subject matter experts (SMEs) on their course development progress and make recommendations on technology implementation and course construction.
- Creates and populates course shells, discussion activities, assignments, quizzes, grade book, and journaling opportunities in the learning management system (Blackboard [Bb]).

- Creates course development tools for instructors to use throughout the course development process (Course readiness Check List).
- Develops and delivers professional development trainings on best practices in distance education.

Instructional Designer – March, 2013 – July,2016
Mercy College of Ohio
Toledo, OH
Accomplishments:
- Designer of dynamic learning environments, specializing in the online student experience in nursing, healthcare administration, medical imaging, as well as other allied health professions, math, the sciences, and religious studies..
- Point person for hybrid and online faculty; takes the lead in creating their online presence and professional development.
- Collaborates with instructional technologists to incorporate the latest in instructional technologies appropriate for the subject matter and audience.
- Consultant to subject matter experts (SMEs) on their course development progress and make recommendations on technology implementation and course construction.
- Creates and populates course shells, discussion activities, dropboxes, grade book, and blogging opportunities in the learning management system (Brightspace/D2L).
- Creates course development tools for instructors to use throughout the course development process (Instructor Facilitation Guide; Course Design Template; Land-to-Online Course Transition Chart; Course Activity Worksheet; Objective Writing handouts).
- Produced animated videos for students and faculty covering orientation to the college, online classes, and instructions on the usage of tools offered by the distance education division.
- Develops and delivers professional development trainings on best practices in distance education.
- Created the syllabus template used by all faculty at Mercy College.
- Sit as a member of the College Assessment Committee.
- Certified Quality Matters Coordinator for Mercy College of Ohio
- Certified Quality Matters Master Reviewer

TEACHING EXPERIENCE

Adjunct Faculty, Bachelors of Science in HealthCare Administration – January, 2013 – December, 2015
Mercy College of Ohio
Toledo, OH
Accomplishments:
- Acted as subject matter expert (SME), course developer and instructor of the following online courses:
  - HCA 214: Integrated Health Care Systems
  - HCA 316: Health Care Information Systems
- A member of the Bachelors of Science in Health Care Administration Advisory Board

Adjunct Faculty, Bachelors of Science in Medical Imaging – January, 2011 – May, 2015
Mercy College of Ohio
Toledo, OH
Accomplishments:
- Partnered in the development of the Bachelors of Science in Medical Imaging Program
- Provided content design feedback to the program director
- Participated in the peer-review process of other online courses throughout the college.
- Key roles: course development, program assessment, and instruction.
- Acted as subject matter expert (SME), course developer and instructor of the following online courses:
  - IMG 305: PACS and Digital Applications
  - IMG 310: Sectional Anatomy for Imaging Professionals
  - IMG 330: Principles of Computed Tomography
  - IMG 340: Clinical Applications of Computed Tomography
  - IMG 415: Research Methods and Information Literacy

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- A member of the Bachelors of Science in Medical Imaging Advisory Board and Associates of Science in Radiologic Technology Advisory Board.

Advanced Imaging Clinical Coordinator, Bachelors of Science in Medical Imaging – January, 2013 – May, 2015
Mercy College of Ohio
Toledo, OH
Accomplishments:
- IMG 431: Advanced Imaging Practicum
- Acted as subject matter expert (SME), course developer, and clinical instructor
- Secured clinical sites inside the Mercy Health System in Ohio, while building new relationships and acquiring new clinical site relationships with hospital systems in Ohio, Michigan, and Indiana.
- Paired BSMI clinical students with appropriate clinical sites (location and modality) and oversaw their progress as they gained the required competencies to sit for their respective ARRT national advanced modality registries.
- Assisted clinical sites in their pursuit of fostering a positive environment of life-long learning for their department employees to progress and become technologists registered in additional modalities.

Radiology Lab Coordinator, Associates of Science in Radiologic Technology – January, 2009 – March, 2013
Mercy College of Ohio
Toledo, OH
Accomplishments:
- Acted as subject matter expert (SME), course developer, and lab instructor
- Created a radiology lab, and experiments that coincided with the core course content for first and second year radiography students.
- Assisted students with patient positioning practice in anticipation of lab simulations.
- Participated with other radiologic technology faculty in lab simulations.
- Oversaw and scheduled lab assistants.
- Maintained the radiology lab.
- Participated in the program assessment and course development processes.
- Initiated a plan for preparing students to sit for the general x-ray machine operator's (GXMO) state licensing examination.
- A member of the Associates of Science in Radiologic Technology Advisory Board

Camp Scrubs Instructor – 2009 and 2011
Mercy College of Ohio
Toledo, OH
Accomplishments:
- 2009: Collaborated in the development and instruction of a class in Forensic Anthropology using hands-on learning to instruct twenty-two 12-14 year olds in facial reconstruction. Without prior knowledge of the identity, students were asked to reconstruct and identify the face of murder victim, Julius Caesar.
- 2011: Team leader in a two day case study to solve "The Case of the Missing Bike" using evidence gathering; fingerprint and shoe print identification techniques; suspect interviews; hair, fiber, and handwriting analysis; other crime lab procedures.

RELATED EXPERIENCE

Cooking Instructor – 1999 - 2008
Gourmet Curiosities
Toledo, OH
- Designed, developed, and instructed cooking courses for 40-50 adult students on a tri-monthly basis on the art and science of baking.
- Accomplished through lectures and demonstrations, and by having students join me onstage for hands-on personal demonstrations of the skills they have learned.

On-Air Talent: "Your Morning Saturday" show – 2002 - 2004
WTOL Channel 11
Toledo, OH
- Created and delivered step-by-step cooking and baking segments for the Saturday morning news/community affairs show on an as needed basis.

On-Air Talent, Featured Chef: "Let's Eat Toledo" – 2000
RGB Productions
Maumee, OH
- Selected to appear on the one-hour show to demonstrate two recipes I prepared for a local Michelin 4 star restaurant, taking the viewer step-by-step through the process from preparation to service.

COMMITTEES AND BOARDS

- Staff Council, Mercy College of Ohio (2016)
- Technology Committee, Mercy College of Ohio (2016)
- College Assessment Committee, Mercy College of Ohio (2013-present)
- Ohio Society of Radiologic Technologists Education Committee, OSRT (2013-2015)
- Bachelor of Science in Medical Imaging Advisory Board, Mercy College of Ohio (2011-2015)
- Bachelor of Science in Health Care Administration Advisory Board, Mercy College of Ohio (2013-2015)
- Radiologic Technology Program Advisory Board, Mercy College of Ohio (2009-2013)

PRESENTATIONS & WORKSHOPS

- "The Facilitation Guide: A Useful Item for the Faculty Toolbox", *Mercy College of Ohio (2016)*
- "The File Manager: Navigating the Backroads of Brightspace by D2L", *Mercy College of Ohio (2015)*
- "Assessments: Project Based Learning", *Mercy College of Ohio (2014)*
- "Creating Digital Presentations Best Practices", *Mercy College of Ohio (2014)*
- "Beat The Winter Blues: Winter Weather Strikes Again: Technology Tools to Help Beat the Winter Blues", *Mercy College of Ohio (2014)*
- How do we Know what They know: Strategies for Online Course Assessment", *Mercy College of Ohio (2014)*
- "Welcome to D2L 10.3", *Mercy College of Ohio Toledo and Youngstown campuses (2014)*
- "The Bill of Rights of Online Learners: Quality Matters Standards", *Mercy College of Ohio (2013)*
- "Why Did I Get This Grade?: Effectively Communicating Course Expectations", Mercy College of Ohio (2013)

REFERENCES

References are available on request.