
Education

Doctor of Philosophy | Degree Program in Progress

Curriculum & Instruction with a Concentration in Educational Technology
University of Florida, Gainesville, Florida

Master of Arts in Education | August 2018

Curriculum & Instruction with a Concentration in Educational Technology
University of Florida, Gainesville, Florida | 4.0 GPA

Bachelor of Science in Psychology | May 2009

University of Florida, Gainesville, Florida | 3.69 Overall GPA, 3.90 Major GPA (Cum Laude)

Experience

Coordinator for Learning and Development | November 2013 to Present

University of Florida, Department of Housing and Residence Life

- Coordinate, develop, and implement technical, professional, and administrative skills training programs for over 350 full time staff. Specialize in technology education but provides training in other areas.
- Develop curricula and training resources such as workshops, group training, workbooks, literature, user guides, technology instructions, and manuals.
- Facilitate and oversee departmental continuing education classes, English as a Second Language, typing, computer literacy, and writing programs.
- Program, develop and administer department's Microsoft Access training database.
- Provide counseling to employees regarding skills development and career development.

Consultant | July 2017 to Present

University of Florida, College of Education, CEEDAR Center

- Coordinate with Assistant Clinical Professor of Special Education and team to produce a 7-week online course on teaching reading literacy for practicing special education teachers.
- Provide advice and recommendations on e-learning and instructional design best practices utilizing theory and research from the educational technology field.
- Develop and enhance delivery of instructional materials to include interactive and audiovisual components.
- Utilize the SCORM standard and related educational technology to collect feedback and data for research.

Data Management and Instructional Design Intern | August 2017 to May 2018

University of Florida, George A. Smathers Libraries

- Design and develop online training modules using on the research data management life cycle and data management tools such as Zenodo, DMPTool, and GitHub.
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- Analyze user needs and survey data to inform instructional design objectives and goals.
- Facilitate studies to gather formative and summative feedback on instruction.
- Attend Data Management Working Group meetings and provide the team with insight into the creation and implementation of instruction relevant to the team's objectives.

Information Technology Specialist | May 2009 to November 2013

University of Florida, Department of Housing and Residence Education

- Created and maintained technical documents, policies, and reports.
- Analyzed data and reports and assisted with the operation and strategic planning of the Network Administration and Computer Systems areas.
- Assessed staff needs and gathered, researched, and analyzed best practice programs and made recommendations based on research and assessment.
- Communicated technical information to staff through various media and assessed staff technology needs.
- Created and presented technology training programs to meet staff needs.
- Assisted with special projects and functions.

Student Assistant | October 2005 to May 2009

University of Florida, Department of Housing and Residence Education

- Performed a variety of IT tasks including constructing a CD for new residents using Flash.
- Authored and edited documents and provided consultation on IT policies.
- Taught computer education classes for staff.
- Provided second-tier level computer support of 4 on-campus departments with approximately 400 machines.
- Authored and maintained a technology education blog.
- Performed data analysis using Excel and worked on special projects.
- Performed a computer security audit and shaped client-based computer security policies, including the implementation of an Acceptable Use Policy affecting 8500 residential users.

Volunteering, Research, and Teaching Activities

Technology Coordinator | February 2015 – February 2017

Southeastern Association of Housing Officers

- Led a team of three webmasters to oversee the website of the organization.
- Worked with association's Executive Board and Governing Council to provide professional development opportunities for over 1700 members representing over 250 institutions across 10 states.
- Created and implemented vision to utilize online resources to provide professional development yearlong.

Webmaster | October 2011 – February 2015

Southeastern Association of Housing Officers

- Transitioned association's website from a one-person developer to a vendor-hosted association management system that provides better functionality and support for the association's activities.
 - Worked with the Technology Coordinator to create, edit, update, and maintain over 100 pages and forms on the association's website.
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- Collaborated with a team of over 20 volunteer leaders in the field of higher education on-campus housing to provide services to the association's membership

Teaching Assistant Supervisor | April 2009 to June 2009

University of Florida, Department of Psychology

- Supervised a team of four teaching assistants for PCO4930 Multiculturalism & Social Justice, a 60-seat upper division psychology course.
- Lead class-wide discussions on difficult and challenging topics and co-facilitated the class.
- Evaluated assignments and organized course content.

Vice President | December 2008 to May 2009

University of Florida, National Residence Hall Honorary, James C. Grimm Chapter

- Served as the Vice President of an honorary for the top 1% of on-campus students (85 members).
- Organized awards for outstanding student employees within the Department of Housing and Residence Education.
- Updated the website and provided technical assistance.
- Helped transition the chapter to full membership.

Teaching Assistant | August 2008 to December 2008

University of Florida, Department of Psychology

- Assisted with the teaching of PCO4930 Multiculturalism & Social Justice, a 40-seat upper division psychology course.
- Participated in class discussions, created and organized course content, evaluated assignments, and served as a resource for students in one office hour per week.

Research Assistant | August 2008 to May 2009

University of Florida, Department of Psychology

- As part of the Social Cognitive Career Theory subteam, assisted with the carrying out of a research project with 500 human subjects under the direction of a professor and graduate student.
- Attended research meetings, held lab hours, generated research ideas, reviewed relevant literature, performed data entry, and facilitated the gathering of data.

First Year Florida Peer Leader | May 2008 to December 2008

University of Florida, New Student Programs

- Co-taught three first year experience classes with an average of 20 students in each class.
- Coordinated learning activities, facilitated class discussions, evaluated assignments, and served as a resource for new incoming students.

Publications

Cheng, L., Rushing, R., Xu, Z., & Dogan, N. (2016). *Theoretical Frameworks in Distance Education*. Retrieved from http://www.aritzhaupt.com/distance_education/theoretical-frameworks/

Mian, A., & Rushing, R. (2013). Information Technology Master Plans. In N. Dunkel, & J. Baumann, Campus Housing Management (pp. 124-154). Columbus, Ohio: Association of College & University Housing Officers - International.

Valle, N., Wang, J., Antonenko, P., Luo, W., & Rushing, R. (2017). Visual Attention and Learning from Multimedia With and Without an Anticipation Guide. *Journal of Vision*, 17(10), 889. doi:10.1167/17.10.889

Presentations

Building from Within

Association of College & University Housing Officers/APPA Conference, October 2015

Building an IT Master Plan – Technology for the Future

Association of College & University Housing Officers – International Business Conference, October 2012

Technology Basics for Residence Life Professionals

Southeastern Association of Housing Officers, February 2012

Technology and Custodial Operations

Association of College & University Housing Officers – International, October 2011

Don't Despair – Software is Here: Choosing and Managing Software Solutions

Association of College & University Housing Officers – International, September 2010

The Road Now Taken: The Path to Web 2.0 and Virtual World Usage in Higher Education

Southeastern Association of Housing Officers, February 2009

Preventing Digital Disasters

Association of College & University Housing Officers – International, July 2007

Skills

Experienced and proficient with:

- **Web technologies:** HTML, CSS, JavaScript, PHP, SQL, JSON, XML, jQuery, and Bootstrap.
- **Microsoft Office:** Access, Excel, Outlook, PowerPoint, Publisher, and OneNote. Visual Basic for Applications programming language.
- **E-learning development tools:** Canvas, Adobe Captivate, Adobe Presenter, Articulate Storyline 360, TechSmith Snagit, Adobe Creative Cloud, and SCORM Cloud.

Honors

- Elected as member of Phi Kappa Phi, UF Chapter, Fall 2017
 - Elected as member of Golden Key International Honor Society, UF Chapter, Spring 2017
 - Director's Cup, University of Florida Dept. of Housing and Residence Education, Summer 2013
 - Charles W. Beene Memorial Award, Southeastern Association of Housing Officers, Feb. 2012
 - Recognizing Outstanding Student Employees Award, James. C. Grimm Chapter of the National Residence Hall Honorary, Fall 2007
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