

Eric Machan Howd

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EXPERIENCE

2008-Now **Cornell University**, Ithaca, NY

Highlights:

- Project Manager for CyberTower, an on-line, campus-wide marketing initiative to showcase faculty in topic-based panels, debates or lectures.
- Project Manager for Sakai/OSP (Open-Source Portfolio), a pilot study of an electronic portfolio-based content management system whereby students can submit evidence of their learning over the course of their degree study and faculty can evaluate those pieces of evidence.

Role:

- **Project Manager/Instructional Designer**
Provides leadership for the Faculty Innovation in Teaching (FIT) initiative through the Provost's office. Act as Project Manager for CyberTower and the Sakai/OSP pilot. Provides guidance and leadership for new innovations in technology through the greater CIT department at Cornell.

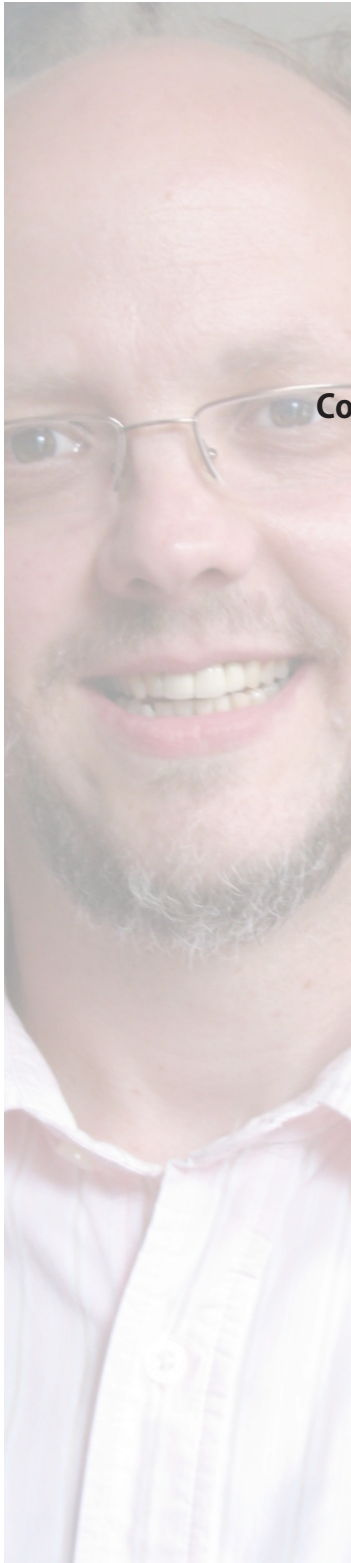
1998-2008 **Tompkins Cortland Community College**, Dryden, NY

Highlights:

- Instrumental in TC3's receiving of a top-rating from NYS Department of Higher Education's Evaluation of Online Learning Programs and twice receiving top ranking in a 2005/2007 national survey of technologically-enhanced campuses by the Center for Digital Education and American Association of Community Colleges
- Awarded the 2005 SUNY Chancellor's/Trustee's Award for Excellence in Professional Services
- Have successfully grown TC3's online offerings and programs by 10-20% a year
- Recommended by the College to attend leadership training at the internationally-renown Chairs Academy (2007-2009)

Role:

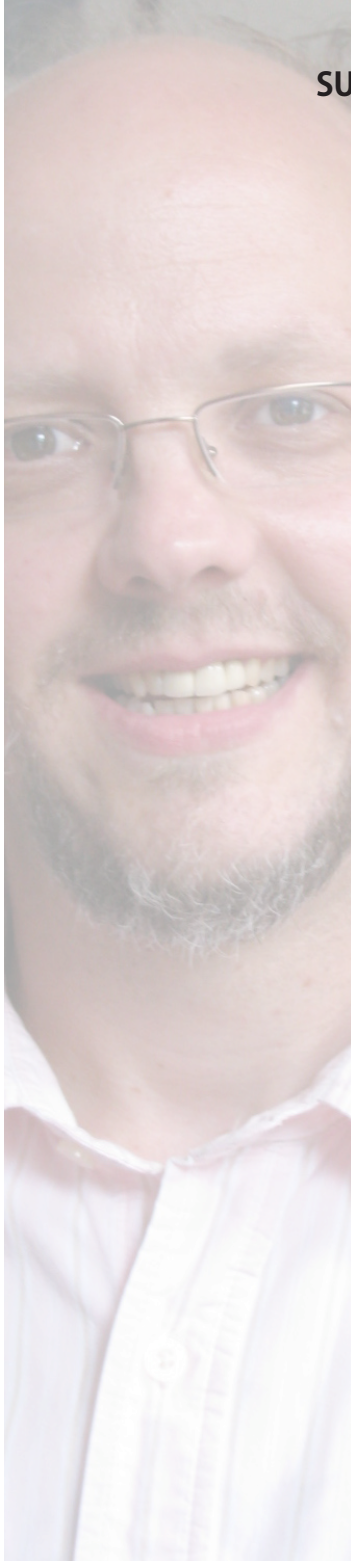
- **Director of Academic Technologies**



Provides leadership for the instructional support areas of the College to include media services, academic computing, educational technology services, and distance learning. Acts as campus spokesperson to the SUNY Learning Network, and/or other educational technology service/software providers, in order to advise, affect and implement quality educational technology initiatives to the College. Provides leadership and advocacy for the College's educational technology initiatives and collaborates with other departments/divisions to ensure that all technological systems work toward the College's missions, values and goals.

College Service:

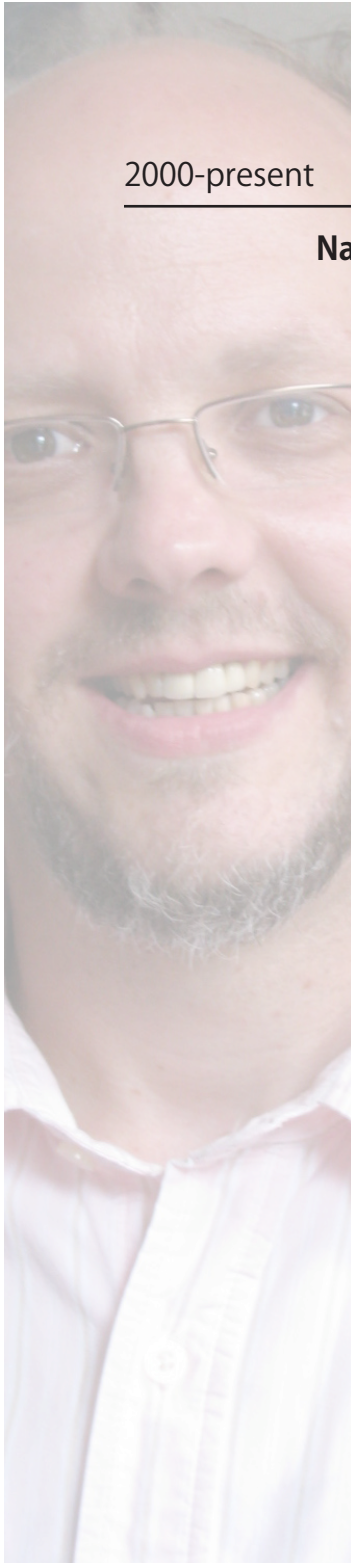
- **Professional Administrator's Association** (President, 2005-present): The Professional Administrators Association is the lawfully designated exclusive representative of Administrative employees of the College for purposes of collective negotiations. As President of this union, I have also served on the college's Classification Committee and the Quality-Step Increase Committee.
- **College Forum** (Member): The College Forum provides a structure for recommending and influencing Institutional Policy discussing and influencing proposed operational decisions that will significantly affect the College's Mission, Vision, Values, Continuing Goal(s), or Critical Success Areas, and provides a forum for communicating on issues of broad institutional concern providing expertise and/or knowledge on such issues to decision makers.
- **Diversity and Equity Action Council** (Member): The Diversity and Equity Action Council meets semi-annually to address updates to the College's harassment procedures, provide counsel to the College on issues of diversity/inclusion and to lead the College in all efforts relating to diversity and affirmative action.
- **Web Vision/Accessibility Committee** (Member): The Web Vision committee meets semi-annually to address updates, edits and standards for our College web site. Web Accessibility is addressed in terms of issues of W3C compliancy relating to our College web site, electronic content (in online courses), and general accessibility awareness across campus.
- **Screening Committees** (numerous, co-chaired and served):



Director of Institutional Research, Computer Support Associate, Web Associate, Graphic Designer, ESOL Instructor, College Editor, Open-Enrollment Manager.

SUNY Service:

- **SUNY Technology Sub-Committee (2006-2008):** The Technology Sub-Committee was originally charged with 11 tasks relating to the transition of the SUNY Learning Network's LMS and services. Currently, this committee reports directly to the SUNY Policy Advisory Council, who, in turn, reports directly to the Chancellor and Provost of SUNY.
- **SUNY LMS Taskforce (2005):** The Learning Management System Task Force was charged with outlining the characteristics of the SUNY Learning Network's next learning management system.
- **SLN AC/MID (2000-2008):** Responsibilities
 - **Multimedia Instructional Designer (MID) Description:** The responsibilities of the SLN Campus MID include:
 - This person will work with campus faculty in the SUNY Learning Network to convert courses for delivery on the World Wide Web. Works closely and collaboratively as a member of the SLN Instructional Design team, and faculty to design, develop, test, and support computer-mediated, asynchronous instructional materials/courses. Works in partnership with individual SUNY TC3 faculty members to design and develop computer-mediated courses for asynchronous delivery to students at a distance. Communicates extensively with faculty developers by phone and email. Conducts workshops, demonstrations, individual face-to-face or telephone training sessions for faculty. Writes documentation and instructions to assist faculty developers. Tracks course development progress, monitors ongoing courses, and trouble shoots problems in technology and course delivery for SUNY Learning Network Courses.
 - **Academic Coordinator (AC) Description:** The responsibilities of the SLN Campus Academic Coordinator include:
 - Campus liaison to SLN. Official point of contact for campus, with faculty and campus offices. Organize consistent dissemination of information to campus, faculty, students. Facilitate systematized accurate collection of information from campus departments and offices, e.g. proposed list of courses to be offered via SLN



2000-present

for each semester. Communicate collected information to the SLN Administrative Offices through the online Campus Center. Input semester course information into Course Information Collector. Reconciliation of registered students with students on the SLN in the Course Reconciliation Center.

Independent Contractor/Consultant, Ithaca, NY

National/Regional

- **TC3/SUNY Workforce Trainer** (since 2002): I've created and led workshops for TC3.biz in Adobe's Acrobat Professional, InDesign and Macromedia software suites, as well as state-wide, on-line workshop for SUNY. I've also acted as a spokesperson/advisor for TC3.biz through other ad-hoc community presentation/workshops. For SUNY, I've developed and taught two on-line courses for state-wide faculty training: How to Develop an Online Course Using WebCT and Theories & Structures of Blended Learning.
- **TC3 Guest Lecturer**, English & Communications, since 1998: I develop and teach online, hybrid and web-enhanced classroom-based sections in Business Communications, Approaches to Literature, Report Writing, Academic Writing and Creating Online Media as needed.
- **Library/Academic Workforce Trainer**: I've created and led workshops for library/librarians in Electronic Communication (Blogs, Wikis, eMail management, on-line Discussion Boards, etc.), Social Networking Tools (YouTube, MySpace, Facebook, etc.), How to Create and Distribute Surveys, and Adobe Acrobat -- all catered to the working librarian/educator. Satisfied clients include:
 - The SUNY TLT Group (NYS)
 - The Connecticut State Library System (CT)
 - South Central Regional Library Council (NYS)
 - The Fingerlakes Library System (NYS)
 - The Chautauqua-Cattaraugus Library System (NYS)
 - The Western New York Regional Library System (NYS)
 - Herkimer-Oneida-Madison BOCES (NYS)
 - Northern New York Library Resource Council (NYS)
 - Long Island Library Resource Council (NYS)
 - Cornell University (Secondary Educator Professional Development Day)



- The Grand Lodge of Free and Accepted Masons of the State of New York

International

- **Distance Learning Consultant:** I've been contracted by the following universities as advisor regarding how to create and administer Distance Learning courses and programs. I have also led workshops, on location and from a distance, for faculty at these Universities in how to create/teach on-line courses:
- **Pontificia Universidad Catolica Madre y Maestra** (Dominican Republic), founded in 1962, is considered the best private institution of higher learning in the Dominican Republic. Its main campus is located in Santiago de los Caballeros, 90 miles north of Santo Domingo. The PUCMM has well-developed degree programs in a variety of disciplines, including education, medicine, business, engineering, architecture, humanities, social sciences, and law. The campus boasts modern facilities and spacious grounds.
- **Universidad Francisco de Vitoria** (Madrid, Spain), A young, innovative, flexible University which was established in 1992, the Universidad Francisco de Vitoria forms part of a private, not for profit Foundation. They are fully accredited by the Ministry of Education and Regional Madrid Government. Approximately 3000 students study with us, including 18% international students from over 50 countries.

1993-2000

Other Teaching Experience, Various

SUNY Cortland, Lecturer in English (1 semester)
SUNY Binghamton, Teaching Assistant (4 semesters)
SUNY TLT Group, Online Instructor (4 semesters)
Ithaca College, Lecturer in English (1 semester)

1997-1998

The Firehouse Theatre, Ithaca, NY

- **Public Relations Director:** Communicated important PR material to area media regarding upcoming performances and auditions. I designed posters for each show and handled the transfer of the entire publication process from a manual, glue-stick, process to a computerized process.

1995-1996

Downtown Ithaca, Inc., Ithaca, NY

- **Interim Marketing Director:** I handled all PR communication, coordinated all downtown business partners, directed welcome back events for local college students and worked

directly with local businesses in planning events for the Ithaca Commons.

SYNERGISTIC ACTIVITIES

- Leading TC3 in transitioning its entire Distance Learning program from a dual-based LMS system (WebCT + SLN Lotus Notes) to the new SLN Angel Environment. This process involves training all participating faculty, converting content/courses into the new Angel format, re-evaluating SIS integration strategies (single sign-on, etc.), promoting Angel usage across all departments of the College, and informing/querying/tracking the College community regarding system concerns and usage.
- Re-evaluating the College's Classification/Compensation Schematic in order to correct inconsistencies in how lower-level technology positions are graded and compensated. As PAA President, I am involved in this process, along with the three Division Deans, the Director of Human Resources, and a third-party facilitator from FitzGibbons and Assocs.
- As the Grand Lodge Sword Bearer for the Cayuga-Tompkins District (2006-2008, NYSMasons), I've been charged to promote Masonic and Leadership education across the District. As such, I am actively coordinating and promoting educational programs (semi-annually) in Masonic History and Leadership Training for new and seasoned Brothers.
- Conducting an informal research study regarding learning styles and their impact on distance learning. This is a group study involving two other faculty. Together, we developed an on-line course in Academic Writing (ENGL101) and each created a learning path based on the VARK learning styles (Visual, Aural, Reading, and Kinesthetic). Before the course began, each student took the VARK questionnaire to discover their learning style. Then, they proceeded in the course by following their individual learning path. End results are very informative.
- Working with library systems in New York State and Connecticut to provide educational opportunities and knowledge refreshers for library staff through day-long workshops. The goal of these workshops is to educate, inform, invigorate, inspire and turn-on library employees to new expanding educational technologies.



HONORS & GRANTS

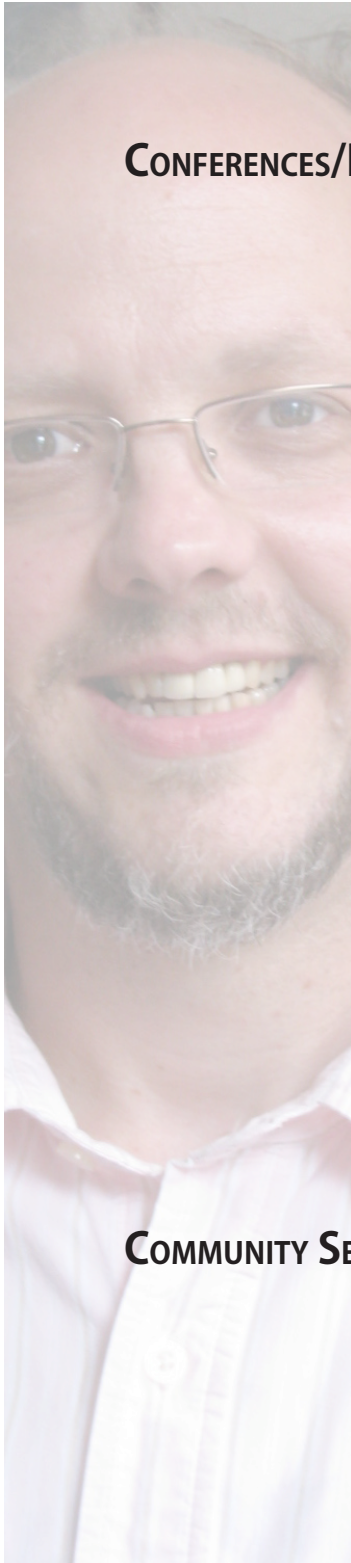


Honors Received:

- SUNY Chancellor's/Trustee's Award for Excellence in Professional Services (2005)
- Ithaca Youth Bureau RMS Volunteer of the Year Award (1998)
- Numerous awards in poetry. Nominated for Pushcart Prize.
- Nominated for Cornell Tradition Community Recognition Award.

Grants Obtained:

- **The ALICE Project** (www.alice.org)
National Science Foundation ATE Grant, funded 2003-2006
 - Alice is a 3d graphics programming environment intended to be a gentle first introduction to students ranging from 6th grade to college, typically students who typically would not take (or pass!) a programming course. The Alice project was motivated by the fact that for most first-time students, the experience of learning to program has been filled with frustration. Hours of trying to understand syntax errors in pursuit of a working Fibonacci sequence generation program have lead many students to conclude that Computer Science is uninteresting before they have completed a single course. The goal of the Alice project is to change the first experience students have with computer programming. We believe that Alice will change the experience of learning to program in two main ways removing unnecessary frustration and providing an environment in which beginning students, of both genders, can create programs they find compelling.
- **Retention and Integration Study**
Institute of Community College Development, Cornell University, funded 2006
 - Although this project will make use of data from only one community college, TC3 has been a leader statewide in the development and growth of on-line courses, and the experiences here will provide useful information to both community colleges with large on-line curricula and those considering expanding their offerings. If community colleges plan to meet increased student demand for on-line classes, it is essential that we understand the new challenges on-line learning may pose for retention and integration.
- **Blended Learning Study**
Cornell Cooperative Extension, Howland Grant, funded 2006
 - A new professional development seminar series,



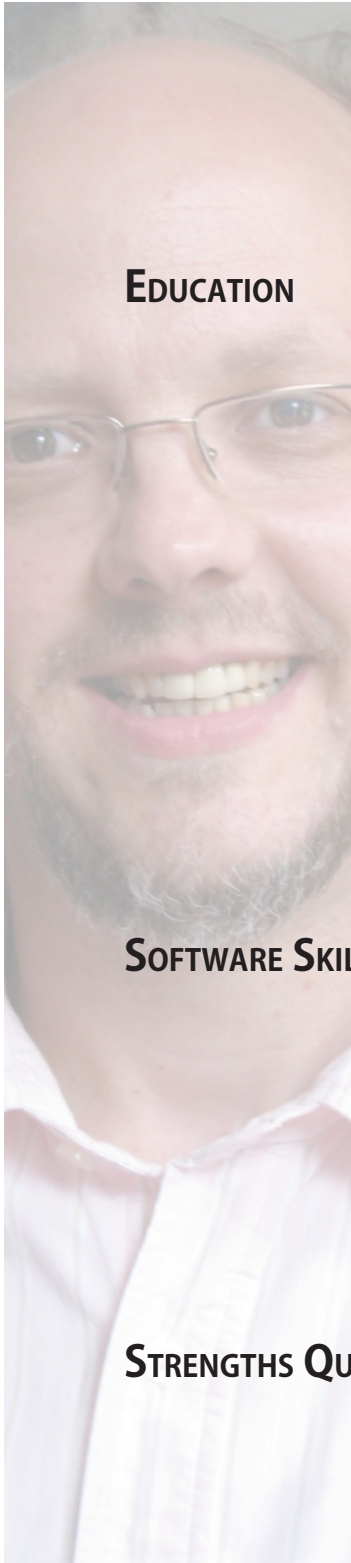
Empowerment Skills for Leaders, will increase the capacity of our local health, education and human service providers to build on families' strengths and their goals for self-reliance while piloting online curriculum enhancements that will make the program more widely accessible to these providers.

CONFERENCES/PRESENTATIONS (selected)

- **League of Innovations CIT 2006**, Charlotte, NC: Presented on Online Integration/Retention Study. Specifically, how full online TC3 students feel about integration and whether or not integration is a factor in retention/attrition rates.
- **SUNY CIT 2006**, Fredonia, NY: Presented on a) ALICE software and b) Online Integration/Retention Grant.
- **WebCT International Webinar 2003**: Presented on WebCT usage in a small, rural community college setting.
- **SUNY WIZARD Conference 2003**: Presented on online course support issues and mechanisms in a small, rural, community college setting.
- **Transitions Conference 2001- 2003**: Conference to empower displaced homemakers and other low-income women to seek education. Presented on the value of online learning for the non-traditional student.
- **Cornell Local Roads Conference 2003**: Presented at a brainstorming session for North East Area Local Roads Program administrators. The purpose of the session was to determine the feasibility of utilizing online training courses for road/construction crews and managers.
- **NorthEast WebCT User's Conference 2002**: The presentation was titled 'Launching WebCT in an SLN Environment' and focused on how we nurtured WebCT into our SLN-intense campus.

COMMUNITY SERVICE/OTHER EXPERIENCE

- **Hobasco Lodge #716, Free & Accepted Masons**, (since 2000): one of the oldest fraternal organizations whose focus is on charity and making good men better.
- **Savage Club of Ithaca**, (since 2004): a Cornell-based music/entertainment club, founded in 1895, who meets once a month to share the power of music with the Ithaca community.



- **Freeville United Methodist Church**, Music Director (since 1994): principle organist, accompanist and choir director - a paid position that requires leading regular rehearsals and services, and, directing seasonal community performances.
- **Ithaca Festival, Inc.**, Craft Show Promoter (1993-2005): directed the Ithaca Festival Craft Show for 13 years - a paid position that required regular communication with crafters, jury selected committees and Ithaca Festival staff.

EDUCATION

- **M.A. in English Literature:** Binghamton University
Binghamton, NY, May 1995
- **B.A. in English Literature, Minor in Writing:** Ithaca College
Ithaca, New York, May 1990
- **Certification:** EASI (Equal Access Software Initiative)
Accessible Course Design, 2004
- **Leadership Training:** Chair Academy (Maricopa Community College), Employee Leadership Program (Cornell/CIT), Grand Lodge of Free and Accepted Masons of the State of New York -- Leadership Development Course, Road to the East, Individual Development Course (iDC - a 7-month Franklin-Covey based Leadership Training Course)
- **Other Training:** Masonic Student Assistance Training (MSAT)

SOFTWARE SKILLS (PC and Mac)

- **Adobe** InDesign, Photoshop, Acrobat, Dreamweaver
- **Claris** Filemaker Pro
- **LMS** WebCT, SLN Lotus Notes, Blackboard, Angel
- **Linux** Fedora Core 4, Debian, OpenOffice
- **Microsoft** Office, Outlook/Entourage
- **Other** Blogger, Wikis, Podcasting, SurveyMonkey, SourceForge, Cerebus, Confluence (Wikis)

STRENGTHS QUEST PROFILE (<http://www.strengthsquest.com>)

- Achiever, Learner, Empathy, Input, Intellection

COLLABORATORS



- 607/844.8211 - **Matty Hamel**, Faculty, TC3
- 800/875.6269 - **Alexandra Pickett**, Asst. Dir., SUNY Learning Network
- 408/608.3050 - **Sheila Mehta-Green**, Sales Rep, Tegrity
- 607/274.1326 - **Paul Hamill**, Grants Admin , Ithaca College
- 607/274.3697 - **Ari Kissiloff**, Faculty, Ithaca College
- 315/255.2117 - **Martha Lollis**, Dir. Library, Cayuga Community College
- 607/273.9106 - **Nora Hardy**, South Central Regional Library Council
- 315/364.8455 - **George Peter**, Cornell Trustee