D'Nita Andrews Graham, M.Ed, COI

College of Science, Engineering and Technolgoy
Depart ment of Computer Science
Norfolk State University
700 Park Avenue, Norfolk, VA 23504
Office Telephone Number: 757.823.9580
Email Address: dagraham@nsu.edu

SUMMARY OF QUALIFICATIONS

- COI: Certified Online Instructor (2008), The Lerning Resource Network
- MA: Norfolk State University (2002), Urban Education, Computer Science Endorsement
- BS: Tuskegee University (1990), Mechanical Engineering

- 15+ years of teaching/supervisory experience
    - **Assistant Professor**, Norfolk State University (NSU)
    - **Adjunct Professor**, NSU
    - **Programmer**, NSU
    - **Adjunct Professor**, Central Texas College
    - **Consultan**t, Virginia Beach City Public School System
    - **Instructor**, Virginia Beach City Public School System
    - **CEO**, ABOC
    - **Mechanical/Equipment Engineer**, Proctor and Gamble Project/Fluor Daniel Inc.
    - **Mechanical Engineer**, Phillip Morris Project/Fluor Daniel Inc.

- 15+ years of teaching experience in higher education

- **Current Position**: Assistant Professor, College of Science, Engineering and Technology, Department of Computer Science

- K-12 and univeristy teaching experience

➢ Online professor and evaluator – Blackboard Exemplary Course Review Program

➢ Consultant, Virginia Beach School System

➢ Recognized as the only instructor in the world to have integrated DAISY Digital Talking Books into a learning module by the Dolphin Computer Access Company

➢ First Cetified Online Instructor at Norfolk State University

➢ 15+ years as a software appications trainer

➢ Author of published eBooks/textbook, workbooks and instructional supplements

➢ Distance Education: Blackboard Exemplary Course Program Reviewer

➢ Quality Matters Peer Reviewer

➢ Reviewer, Computer, Information, and System Sciences, and Engineering (CISSE)

OUTSTANDING TEACHING EVALUATIONS

o Outstanding course evaluation for past 6 years

o Highest Teaching Evaluatation in the Department for 6 years

o "Professor A.G. was one of the best teachers I had in my first semeter at NSU. I had planned on leaving NSU for another school but because of her I have decided to stay and continue my education."

o "There was never a boring day in her class and she kept us on our toes the whole semester by using a variety of teaching methods."

o "Thanks to you the resume I produced for the assignment in class resulted in an "on the spot" job offer during my first interview as a Licensed Practical Nurse."

o "As an online student and educator my experience in the class was priceless."

o "Utilizing the teaching, learning, and technology experience that I encountered in the

online course resulted in a cash bonus for me."

o   A class of 45 students voluntarily wrote and signed a letter expressing their appreciation and gratitude of their learning experience in the course.

PROFESSIONAL ASSOCIATIONS

➢   Association for Computing Machinery

➢   Computer Science Teachers Association

➢   National Society of Black Engineers

➢   American Society of Mechanical Engineering

➢   Upsilon Pi Epsilon

➢   Pi Tau Sigma

➢   Beta Kappa Chi Scientific

➢   Alpha Kappa Mu National Society

EMPLOYMENT HISTORY

Norfolk State Univeristy, 700 Park Avenue, Norfolk, Virginia (1996-Present)

o   Assistant Professor, College of Science, Engineering and Technology

o   Adjunct Professor, School of Science, Engineering and Technology

o   Programmer, School of Social Science

Central Texas College, Norfolk, Virginia

o   Adjunct Faculty

Virginia Beach City Public School System, Virginia Beach, Virginia

o   Consultant

o   Computer Teacher

ABOC, LLC, Virginia Beach, Virginia

o   CEO

Proctor and Gamble Project/Fluor Daniel Inc., Cincinnati, Ohio

- Mechanical/Equipment Engineer/Equipment

Phillip Morris Project/Fluor Daniel Inc., Richmond, Virginia
- Mechanical Engineer

Pike County Public School System
- Teacher

Norfolk State University
- Graduate Research Assistant

TEACHING EXPERIENCE

AS A UNIVERSITY TEACHER assumed responsibility for teaching a variety of computer courses.

- ➢ Efficient in designing, developing and deploying educational resources for online access to distance education learners

- ➢ Interactive and Engaging classroom focusing on diversity, teacher presence, time management, student connection, and relevant and meaningful learning

- ➢ Introduction to Computer Science – Introduction to Computer Programming, Web Enhanced and Face-2-Face

- ➢ Computer Literacy (Word, Excel, PowerPoint, and Access)-Web Enhanced and Face-2-Face And Web 2.0: Concepts and Applications

- ➢ Advanced Computer Concepts

- ➢ University Life

- ➢ Courses for computer teachers, working professionals and military personnel

- ➢ Advance Office Application, Computer Systems and Procedures, Word Processing Application, Spreadsheets and Database Application, Presentation Procedures and Desktop Publishing, Resume and Business Letter Writing, Keyboarding and Advanced Keyboarding, Introduction to Microcomputers and, Introduction to the Internet, Operating Systems, Word, Excel, PowerPoint, and Access

➢ Assisted the Dean in creating a web-based resource site for the College of Science, Engineering and Technology.

➢ Enhanced and implemented Quality Enhance Plan course reform plan by incorporating critical thinking and best practice activities.

➢ Assisted with the development of resources needed to acquaint students with new course methodologies. Implemented, developed and designed a web- based course of Advanced Computer Concepts and blended course of Introduction to Computer Science using Blackboard technology.

➢ Developed and test web-based course materials for Computer Programming I and Computer Literacy. Developed collaborative activities and integrated into students learning to enhance student success and retention.

➢ Implemented, developed and designed assessment pretest, post test, performance based activities, research, presentations and scoring rubric

➢ Proven track record in the development of new pedagogies that are repeatedly held up as the model standard for meeting general education goals including technology integration across the curriculum, experiential literacy and diversity

➢ Computer Science Department Advisor Coordinator
➢ Course Coordinator, CSC 150 Computer Literacy
➢ Course Coordinator, CSC 160 Basic Programming
➢ Course Coordinator, CSC 200 Advanced Computer Concepts
➢ Course Coordinator, UNI 101 University Life
➢ Health and Science Summer Academy Instructor
➢ Saturday Scientist Instructor
➢ CHROME Club Recruiter
➢ Faculty and Staff Microsoft Office Suite Development Workshop Trainer
➢ National Society for Black Engineers Faculty Advisor
➢ NAACP Faculty Advisor
➢ Upward Bound Instructor
➢ Freshmen Seminar Instructor
➢ Children College Instructor

AS A COMPUTER TEACHER provided classroom instruction in Microsoft Office Suite and Corel Office Suite, taught beginners and advance keyboarding class.

AS A CEO responsible for the success or failure of the company. Operations, marketing, strategy, financing, creation of company culture, human resources, hiring, firing, compliance with safety regulations, sales, and public relations.

AS A TEACHER FOR ELEMENTARY, MIDDLE, AND HIGH SCHOOL

- Developed and implemented daily and unit lesson plans for grade level
- Administered testing, tracked and analyzed class performance.
- Conducted group and one-on-one activities.
- Fostered a classroom environment conducive to learning and promoting excellent student engagement
- Implemented various classroom management techniques for maintaining student attention, involvement and discipline, developed lesson plans and assessment material and taught basic computer courses.
- Taught both those with learning challenges and general education students
- Actively served on a variety of school committees and task forces focused on curriculum development, textbook review, and fundraising efforts.
- Ensured compliance with laws, regulations, rules and policies prescribed by the school

AS A MECHANICAL/EQUIPMENT ENGINEER FOR PROCTOR AND GAMBLE

- One of 3 main contributors in Cincinnati, Ohio for administrating P&G process equipment, including shipping, delivery and storage.
- Managed mechanical subcontractors, including manpower, scheduling, cost and safety.
- Supervised Cincinnati Bell Telephone in installing voice and data telephone system for the Ivory Bar Soap Plant
- Purchased process equipment and mechanical field materials
- Supervised professionals, subcontractors and laborers engaged in the field design, construction and maintenance of the new Ivory Bar soap facility
- Coordinated and implemented building and final occupancy permits for 100 million dollars Ivory bar soap modernization facility
- Conducted daily field inspection for safety, quality and progress
- Expedited and improved start-up and turnover of mechanical system
- Reviewed and produced drawings and specifications for construability

- Created an effective filing system to maintain equipment validation data and calibration data
- Responsible for field design changes to plans and specifications
- Prepared contract change orders, project-status reports, staffing plan and established schedules
- Provided technical solutions to clients, incorporated changes and solved problems
- Evaluated work assignments and developed a master schedule for multiple projects to facilitate proper usage of limited labor resources

AS A MECHANICAL ENGINEER FOR PHILLIP MORRIS

- Assisted Senior Designers and directed Philip Morris employees with issues related to design and services
- Created equipment lists as well as worked with the warehouse to allocate equipment of the project
- Handled the tasks of providing direction and support to technicians in testing and production
- Responsible for preparing and coordinating engineering projects, calculations, studies and drawings
- Performed code compliance interpretations, computation, development of specifications and other miscellaneous engineering tasks
- Monitored equipment utilization and machine downtime with responsibility for the implementation of corrective and preventative actions
- Responsible for drafting multiple projects by using AutoCAD
- Assisted with detailed cost estimates from engineering drawings; proactively identify deficiencies and/or questions
- Proactively reported when an estimate changed and why
- Assisted with existing and new projects in design, equipment selection, installation, checkout, troubleshooting, and start-up phases
- Developed engineering solutions for day-to-day problems that occur in plant operations

RESEARCH

Books

Andrews Graham, D'Nita, & Vermaat, Misty E. (2013). *Computers in Society*, Cengage Learning Inc.

Andrews Graham, D'Nita, Evans, Jessica, Schneider, Gary, Vermaat, Misty E. (2013). *New Perspectives on the Internet with PowerPoint 2013*, Cengage Learning Inc.

Andrews Graham, D'Nita, Shelly, Gary B., Vermaat, Misty E. (2011). *Computers in Society eBook*, Cengage Learning Inc.

Andrews Graham, D'Nita, Evans, Jessica, Schneider, Gary, (2011). *New Perspectives on the Internet with PowerPoint 2010 eBook* (2011), Cengage Learning Inc.

Andrews Graham, D'Nita, Shelly, G.B., Vermaat, Misty E. (2008). *Computers in Society*, Cengage Learning Inc.

PRESENTATION

Andrews Graham, D'Nita "Learning Can Be Fun When You Teach It Quick and Make It Stick" Teaching Professor Conference New Orleans, LA (May 31 – June 2, 2013)

Andrews Graham, D'Nita "Using Popplet in the Classroom" Chrome Workshop, Norfolk State University, (March, 2013)

Andrews Graham, D'Nita "Increase Student Engagement and Motivation with Educational Games" International Conference on College Teaching and Learning, Ponte Vedra Beach, FL (April 9-13, 2012)

Andrews Graham, D'Nita "On-The-Go Learning" Interactive Technologies SALT

Conference, Reston, VA, (August 15 -19, 2011)

Andrews Graham, D'Nita, and Jones, Dorothy L.R., "A Comparison between Blackboard Discussion Board and the Campus Pack Learning Object Wiki Tool to Achieve Stated Learning Outcome", Blackboard World Conference, (Las Vegas, NV, July 2011)

Andrews Graham, D'Nita and Jones, Dorothy L.R. "Empower Your Students: Creative Strategies for Building an Effective Online Learning Community (OLC)," 4th Annual Emerging Technologies for Online Learning Conference, (San Jose, CA July 2011)

Andrews Graham, D'Nita, "Moving from Microsoft 2007 to Microsoft 2010", Norfolk State University College of Science, Engineering and Technology Staff Retreat (June 2011)

Andrews Graham, D'Nita, "Effective Teaching Strategies", Norfolk State University College of Science, Engineering and Technology Faculty Development (May 2011)

Andrews Graham, D'Nita, Do's and Don'ts of Certified Online Instructor, Norfolk State University (April 2011)

Andrews Graham, D'Nita, Web Page Development Norfolk State University (April 2011)

Andrews Graham, D'Nita, Powell Khadidra "Accessibility, Anywhere, Anytime to Mobile Knowledge" NSU STARS Summer Bridge, (July 2010)

Andrews Graham, D'Nita, Tariq, Omar, "Blackboard Mobile Learn, Teaching and Learning Anywhere, Anytime" NSU STARS Summer Bridge, (July 2010)

Andrews Graham, D'Nita," Best Practices for Retention and Innovative Curriculum Classroom Activities", Norfolk State University College of Science, Engineering and Technology Faculty Development (May 2010)

Andrews Graham, D'Nita, Clemmons, Marvin, "On-The-Go Learning Using Digital Talking Books: An Implementation in Blackboard Learning Management System," 32nd National Association on Higher Education and Disability (AHEAD) conference Louisville, KY (July 13-17, 2009)

Andrews Graham, D'Nita, Williams, Brittany, "Interactive Counting Game", NSU STARS Summer Bridge (July 2009)

Andrews Graham, D'Nita, Torres,Karin, "KMED Tech Phone", NSU STARS Summer Bridge (July 2009)

Andrews Graham, D'Nita, "Best Practices in Action", Norfolk State University College of Science, Engineering and Technology Faculty Development (May 2009)

Andrews Graham, D'Nita, McClain, Aliecia R. "The Use of Online Learning Communities in Online Education", CISEE Conference (October 2008)

Andrews Graham, D'Nita, "Advance Excel Concepts: Microsoft Word and Essential Concepts", Norfolk State University School of Science, Engineering and Technology (June 2008)

Andrews Graham, D'Nita, "Transferring Instructional Tips from Corporate Model to NSU, eLearning Academy Conference Norfolk State University, (May 2008)

Andrews Graham, D'Nita, "Best Practices for Retention and Innovative Curriculum Classroom Activities", College of Science Engineering and Technology Faculty Development (May 2008)

GRANTS AND TRAVEL AWARDS

23rd International Conference on College Teaching and Leaning Travel Grant, Office of the Provost, Norfolk State University (2012)

Blackboard World Conference Travel Grant, Office of the Provost, Norfolk State University (2011)

Effective Teaching Strategies, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $12,000.00 (2011)

Increase Student Engagement and Motivation, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $10,000.00 (2010)

Best Practices in Action, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $9,000.00 (2009)

On the Go Learning, Academy for Teaching, Learning and Research (ATLaR), Funding $8,000.00 (2008)

Best Practices for Retention and Innovative Curriculum Classroom Activities, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $8,000.00 (2008)

American Distance Education Consortium (ADEC)/Sloan-C Travel Grant, 14th

International Conference on Online Learning, (2008)

Design and Implementation involving the Enhancement of Allied Health Courses, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $7,000.00 (2007)

Web Based Implementation of Math Gateway Courses, Science and Technology Academicians on the Road to Success (STARS) Summer Faculty Research Grant, Funding $6,000.00 (2006)

UNIVERSITY SERVICE

Chair, Distinguish Teaching Faculty Award Committee (2012)

Faculty Development Trainer for the Office of Provost (Present – 2012)

Member, Quality Enhancement Plan Committee for SACS Team Review, (Present – 2005)

Member, Recruitment Committee (Present – 2008)

Member, Quality Enhancement Plan Committee, Communities of Inquiry Committee (2010)

Member, Honor College Committee (2009)

Served as member of eLearning Team and Company, an advisory committee to the Office of e-Learning, (2009)

Advisor, Black Data Processing Associates (Present – 2013)

Advisor, National Association for the Advancement of Colored People (Present – 2001)

Sponsored Norfolk State University Day at the General Assembly in Richmond, VA (2000)

Developed and implemented the university's UNI 101 model web enhanced course to ensure the successful in integrating department specific concerns along with necessary University content. The format for the University 101 experience provides, in theory and practice, an overview of the core competencies (quantitative reasoning, scientific reasoning, written communication, information technology literacy, critical thinking and

oral communication) required by the University.

PROFESSIONAL SERVICE

Consultancy and Reviewer

AS A TRAINING SPECIALIST AND CONSULTANT conducted one-on-one and group software training and support workshops for many software applications, including, Microsoft Windows, Microsoft Office Suite, Corel Office Suite, Internet Explorer, Firefox, QuickBooks, Security Software to Virginia Beach School System, military personnel, private companies and International Longshoreman Association (ILA)

- o Served as an advisor on matters related to the design and implementation of technology-infused instruction

- o Coordinates active learning strategies and develops and maintain resource material

- o Assist in expanding and improving teaching skills, course development and material

- o Evaluate instructions, and promote development and growth

- o Identify the barriers to innovations in teaching and the problems that arise in using technology for collaborative work

- o Created certification exams and guidelines

- o Conducted workshops on Microsoft Office Suites to Virginia Beach School System, military personnel, private companies and International Longshoreman Association (ILA).

- o Assisted with making purchase decisions that are customized to clients needs

- o Assisted with installing & configuring PC hardware, software, and peripherals/accessories

AS A REVIWER

Quality Matters External Review for University of Wisconsin (2014)

Quality Matters Peer Reviewer (2012– Present)

Online/Distance Education: Blackboard Exemplary Course Program Reviewer (2012)

Computer, Information, and System Sciences, and Engineering, reviewed 4 journals (2008)

HONORS, RECOGNITION, AND OTHER CITATATIONS

➢ Recipient of the College of Science, Engineering and Technology Teacher of the Year (2013)

➢ Recipient of the Computer Science Teacher of the Year Award (2013)

➢ Recipient of the Outstanding Award for Teaching (2013)

➢ Recipient of the Award for Innovative Excellence in Teaching, Learning, and Technology, 23rd International Conference on College Teaching and Learning, April 11, 2012

➢ Nominee of the Ernest L. Boyer International Award for Excellence in Teaching, Learning, and Technology, 23rd International Conference on College Teaching and Learning April 11, 2012

➢ Norfolk State Univeristy Distinguished Exemplary Teaching Faculty Award, October 2010

➢ Cambridge Who's Who Among Executives and Professionals (2010-2011)

➢ Board Member of Tideawater Youth Organization (Present-2010)

➢ Outstanding Women of America (2009)

➢ LERN Certified Online Instructor, Learning Resources Network (LERN), an international education association (2008)

➢ Firsst Certified Online Instructor at Norfolk State Univeristy (2008)

➢ Outstanding Advising and Mentoring (2008-2011)

➢ Health and Science Summer Academy Instructional Service (2007 - 2011)

➢ Outstanding Service to First View Program (2007- 2011)

- Outstanding Service to the Saturday Scientists Program (2006 -2011)
- Outstanding Service Award for Upward Bound Program (2006 -2011)
- Who's Who Among America's Teachers (2007 - 2008)

- Teamwork and Outstanding Service Award for Upward Bound Program (2006)
- Who's Who in Executives and Professionals (2005)
- Norfolk State University Computer Science Teacher of the Year (2004)
- Leadership and Re-Origination Award for NSU NAACP (2002)
- Norfolk State University Graduate Assistantship (2001-2002)
- The World Who's Who of Women (2003)
- Who's Who in Executives and Professionals (2002)