

CURRICULUM VITAE
Dr. Roszella M. Offord

EDUCATIONAL BACKGROUND

1. **Doctor of Education**, Lamar University, May 2020. Major Area: Educational Leadership
2. **Master of Education**, Lamar University, Dec 2015. Major Area: Educational Technology
3. **Bachelor of Science**, Lamar University, Aug 2009. Major Area: Family and Consumer Science

POSITIONS IN HIGHER EDUCATION

1. **2018-Present: Director of Online Learning, Lamar State College Port Arthur**

Responsible for developing new courses, certificate, and degree programs offered through distance learning in cooperation with faculty, divisions, and the College curriculum committee.

Responsible for developing, managing and facilitating the training of faculty and staff in the use of technology for, or in support of, distance and web-enhanced instruction.

Responsible for reviewing and evaluating on-going distance learning courses and programs for instructional effectiveness and student satisfaction in coordination with faculty, divisions, and support services.

Responsible for ensuring that programs and courses delivered, and the operation of distance learning delivery systems, are following college, state and federal codes, guidelines and policies; lobby for changes in policies and code as appropriate.

Responsible for coordinating the development of partnerships and articulation agreements with other accredited institutions in the area of distance learning that are of potential benefit to students. Responsible for identifying, reviewing and evaluating available online courses and educational materials with faculty experts for pedagogical soundness, instructional integrity and accessibility in accordance with District and College standards and criteria.

2. **2016-2018: Instructional Designer, Lamar Institute of Technology**

Responsible for developing eLearning courses using the Blackboard Learning Management system as well as customizing existing courses. Responsible for developing well-designed instructional materials consistent with Universal design standards including the integration of images, fonts and other graphic elements. Responsible for developing detailed project plans using Storyboard management software to manage the customization and creation of eLearning courses. Responsible for managing several projects each semester by communicating with subject experts to ensure deadlines were met. Responsible for using other eLearning tools such as Camtasia, Panapto, Adobe Illustrator, Adobe Animate, Adobe Photoshop, Adobe Character Animation, Adobe Light room, Adobe Premiere and PowerPoint to customize courses.

3. **2013-2016: Academic Advisor, Lamar University**

Responsible for providing customer service oriented, student centered advising in compliance with all associated policies, rules and regulations. Responsible for monitoring academic progress and providing information on University resources. Responsible for designing and implementing academic workshops to promote success and retention. Responsible for updating and maintaining advising materials, degree plans, and websites. Responsible for ensuring a high level of confidentiality and complying with University policies.

4. **2010-2012: Tk20 Assessment Coordinator/Administrative Assoc Sr., Lamar University**
System Administrator for the TK20 assessment system. Responsible for providing professional support and leadership for a variety of activities including training, reporting, and managing assessment data. Responsible for building electronic assessment templates and training materials to support faculty and students.

INSTRUCTIONAL EXPERIENCE

1. Non-credit College success courses at Lamar University include:
 - a. Freshman Seminar 2017-2018
2. Non-credit courses at the Lamar Institute of Technology include:
 - a. Microsoft Excel, Continuing Education 2018
 - b. Microsoft Word, Continuing Education 2018
3. Credit College course at Lamar State College Port Arthur include:
 - a. Learning Frameworks (EDUC 1100/EDUC 1300), 2018-Present

ADDITIONAL RELATED EXPERIENCE

1. **2018-Current: Member, SACS Fifth-Year Interim Report, LSCPA**
Participated in the SACSCOC Fifth-Year Interim Report process, including training with the Compliance Assist management system, data collections & analysis, and narrative development for the distance education standards.
2. **2018-Current: Member, SACS Reaffirmation Team, LSCPA**
Responsible for interpretation, research, and narrative contributions for distance learning standards for the SACSCOC Principles of Accreditation.
3. **2018-Current: Member, Quality Enhancement Plan (QEP) Impact Report, LSCPA**
Responsible for the data collection and topic analysis for the QEP Report
4. **2018-Current: Chair, Distance Education Committee, LSCPA**
Responsible for directing the committee on matters related to distance education – specifically, focusing on supporting excellence in distance education teaching and learning; recommending policies, procedures, and resources to support effective, innovative, and equitable distance education at LSCPA.
5. **2018-Current: Member, Core Curriculum Committee, LSCPA**
Responsible for assisting in reviewing and recommending proposals for degree and certificate programs.
6. **2016-2018: Co-chair, Distance Education Committee, Lamar Institute of Technology**
Responsible for co-directing the committee on matters related to distance education – specifically, focusing on supporting excellence in distance education teaching and learning; recommending

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policies, procedures, and resources to support effective, innovative, and equitable distance education at Lamar Institute of Technology.

7. **2015-2016: Chair, Staff Relations Committee, Lamar University**

Responsible for helping new staff learn the organization's policies and procedures. Responsible for coordinating department events such as holiday celebrations, bosses' day, and administrative professionals' day.

8. **2013-2016: Committee Member, Academic Review, Lamar University**

Responsible for meeting each semester to review academic records for juniors and seniors on academic probation and decide on the actions following an unsatisfactory cumulative G.P.A.

9. **2013-2016: Committee Member, TSI, Lamar University**

Responsible for review and research of Lamar University's TSI policies to ensure student success.

COLLEGE SERVICE

1. **2018-2019:** Member, Lamar University, Larger Strategic Planning Committee
2. **2017-2018:** Elected Member, Lamar Institute of Technology, Staff Senate
3. **2017-2018:** Member, Lamar Institute of Technology, Black History Program Committee
4. **2017-2018:** Member, Lamar Institute of Technology, Black History Scholarship Committee

PROFESSIONAL AFFILIATIONS

1. **2016-current:** E-Learning Guild
2. **2016-current:** TSUS Council of Online/Distance Education Directors
3. **2016-2018:** Southeast Texas Young Professionals Organization (SETXYPO)

PUBLICATIONS

1. **2007:** Stronger Through a Lesson, Publish America, Author
2. **2017:** Adriann Takes a Stand, Advantage Publishing, Illustrator
3. **2018:** Adriann's Choice, Roberson Publishing, Illustrator
4. **2019:** Adriann's Test Anxiety, Roberson Publishing, Illustrator
5. **2020:** Examining the Perspectives of African-American Women Regarding Upward Mobility in Higher Education, ProQuest, Dissertation

PROFESSIONAL DEVELOPMENT

1. 2021 TSUS Faculty Development in Online Learning.
2. 2020 TSUS Faculty Development in Online Learning
3. 2020 Blackboard World Virtual Conference
4. 2020 Adobe Summit 2020-The Digital Experience
5. 2020 Digital Ticket, Lamar University
6. 2019 Digital Ticket, Lamar University
7. 2018 NISOD/ACUE conference, Faculty development (Lamar Institute of Technology)
8. 2018 Digital Ticket, Lamar University
9. 2017 Digital Ticket, Lamar University
10. 2017 Women's Symposium, Lamar University

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11. 2016 Digital Ticket, Lamar University
12. 2015 ASCD Leadership Summit (New Orleans)
13. 2015 Digital Ticket, Lamar University
14. 2014 Texas Women in Higher Education, Lamar University
15. 2014 Online Learning Consortium Conference, (Orlando)