

Trina Adams

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Ms. Debbie White, Personnel Specialist
College of Arts and Sciences, Calvin 110
Kansas State University
Manhattan, KS 66506

Dear Ms. White:

During the past eleven years, I have been active in a variety of online education strategies. The first adventure was teaching physics online while creating a video version of lab activities. The second was a National Science Foundation funded biotechnology laboratory technician program. The technician program was a hybrid program with online pre-lab activities and face-to-face lab experiences. Most recently, I worked with industry experts to create courses supporting professional development and continued education.

After examining the description of the Instructional Designer for the College of Arts and Sciences, I believe the experiences listed below would be beneficial to the departments of college.

- Monitored the development, documentation, and evaluation of 18 online/blended courses in accordance to KBOR standards
- Collaborated with 3 institutional administrators while supporting distance education within the higher education population
- Mentored 12 subject matter experts through the course development process
- Annual analysis of program data with relation to institutional reports requested by HLC, KBOR and 3rd party accreditors
- Experience with Canvas Learning Management System

As my résumé and supporting documentation illustrate, I have been active in various roles supporting online education. It would be my pleasure to continue the conversation regarding my qualifications to serve as an Instructional Designer within the College of Arts and Sciences. Thank you for your consideration.

Kind regards,

Trina Adams