

CURRICULUM VITAE

Current Appointment

Twyla Treanor, Assistant Professor
Information Technology Program Management
Center for Math, Science, and Technology
University of Minnesota, Crookston

Academic Preparation

Post Graduate School:

Degree: Education Specialist (EdS. Computing Technology in Education)
University: Nova Southeastern University
Fort Lauderdale, Florida
Attended: 1998 – 2000
Graduation: Summer 2003

Graduate School:

University: University of North Dakota
Grand Forks, North Dakota
Major: Business Education
Minor: Vocational Education
Graduation: August, 1986

Undergraduate School:

University: Mankato State University
Mankato, Minnesota
Major: Business Education
Graduation: March, 1972

Employment Experience

Educational:

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| University of Minnesota, Crookston | 2005 - Present |
| 2004 – Present | Assistant Professor Information Technology Management Center for Math, Science, and Technology |

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| University of Minnesota, Crookston | 1980 – 2004 | |
| | 1998 – 2004 | Assistant Professor Information Technology Management Center for Business and Technology |
| | 1993 – 1998 | Assistant Professor Office Systems Management Management Division |
| | 1987 – 1993 | Assistant Professor Court and Conference Reporting Office Systems Management Program Management Division |
| | 1983 – 1987 | Instructor Court and Conference Reporting Office Systems Management Program Management Division |
| | 1980 – 1983 | Teaching Specialist Court and Conference Reporting Office Systems Management Program Management Division |
| Business/Industry: | | |
| | 1978 – 1979 | Assistant to Grant Coordinator Pipestone, Lincoln, and Lyon County Health Services Board Tyler, Minnesota |
| | 1967 – 1971 | Agency Secretary Woodmen Accident and Life Company Mankato, Minnesota |

Teaching Experience and Accomplishments

Academic Responsibilities

- * Course and curriculum development for computer application area
- * Teaching an average of 12 contact hours per semester
- * Service to the University through involvement department, center, campus, and all-University committee
- * Involvement in professional organizations in field
- * Advising of students in center area and monitoring advisees successful completion of college
- * Involvement in teaching and learning activities through grant activities
- * Student recruitment for all programs
- * Development and successful completion of grant proposals
- * Staying current in field of teaching

. Courses Taught

| | |
|-----------------|---|
| CA 1010 | Introduction to Computer Technology |
| CA 1012 | Office Suite Application |
| CA 1015 | Word Processing Applications |
| CA 1015 E90 | Word Processing Applications - Online |
| CA 1030 | Presentation Graphics |
| CA 1020 | Spreadsheet Applications |
| CA 1020 E90 | Spreadsheet Applications Online |
| CA 1060 | Database Management Applications |
| CA 1070 | Desktop Publishing |
| ITM 1010 | Introduction to Technology Management |
| INM 1010 | Technology 2002 |
| ITM 1060 | Introduction to Database Management |
| INM 1060 | Database Management |
| INM 1060 E90 | Introduction to Database Management |
| INM 1803 & 3804 | Directed Studies |
| INM 1123 | Introduction Keyboarding |
| INM 1113 | Beginning Keyboarding |
| OSM 1113 | Beginning Keyboarding |
| OSM 1175 | Beginning Stenograph |
| OSM 1185 | Intermediate Stenograph I |
| OSM 1195 | Intermediate Stenograph II |
| OSM 1205 | Advanced Stenograph I and Transcription |
| OSM 1215 | Advanced Stenograph II and Transcription |
| OSM 1225 | Advanced Stenograph III and Transcription |
| OSM 1235 | Advanced Stenograph IV and Transcription |
| OSM 1245 | Advanced Stenograph V and Transcription |
| OSM 1213 | Literary |
| OSM 1123 | Jury Charge |
| OSM 1232 | Courtroom Testimony |
| OSM 1244 | Courtroom Procedures and Internship |
| OSM 1252 | Courtroom Procedures |
| OSM 1803 | Directed Studies |

Advising Assignments

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|------|-------------|------|-------------|
| 2005 | 13 advisees | 1997 | 24 advisees |
| 2004 | 9 advisees | 1996 | 24 advisees |
| 2003 | 30 advisees | 1995 | 11 advisees |
| 2002 | 30 advisees | 1994 | 10 advisees |
| 2001 | 57 advisees | 1993 | 24 advisees |
| 2000 | 37 advisees | 1992 | 26 advisees |
| 1999 | 24 advisees | 1991 | 25 advisees |
| 1998 | 19 advisees | 1990 | 29 advisees |

DISCIPLINED INQUIRY/SCHOLARLY WORK CLASSROOM RESEARCH

Curriculum/Course Development

2004 - 2005

Additional computer applications courses have been developed to meet the needs of UMC students. Courses which I have designed, authored syllabi, and developed for instruction under these additions include the following:

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|----------|---|
| CA 1012 | Office Suite Applications ATC Authorized Testing Center for MOUS and IC 3 Testing |
| ITM 3190 | Topics in Information Technology Management MOUS Certification |

Fall, 2005, UMC became an Authorized Testing Center for MOUS and IC 3 Microsoft Training. This certification program is designed to validate desktop computer skills using Microsoft Office, develop real-life employment skills, provide credibility while student seek a job, increase a student's marketability after graduation, provide students with a competitive edge in the job market, and validate students' investment in their education

2001 - 2003

Computer applications courses were developed as a result of the modularization of INM 1010 for delivery. Courses which I have designed, authored syllabi, and developed for instruction under the current curriculum

| | |
|---------|---------------------------------------|
| CA 1010 | Introduction to Computer Technology |
| CA 1015 | Word Processing Applications |
| CA 1015 | Word Processing Applications - Online |
| CA 1030 | Presentation Graphics |
| CA 1020 | Spreadsheet Applications |
| CA 1060 | Database Management Applications |
| CA 1070 | Desktop Publishing |

1993 – 2001

Information Network Management courses, renamed Information Technology Management, were developed when UMC became a four-year institution. The 1010 course was originally designed by a group of UMC educators. Over the years it was revised and updated yearly.

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| ITM 1010 | Introduction to Technology Management |
| ITM 1060 | Introduction to Database Management |
| INM 1010 | Introduction to Information Technology |
| INM 1060 E | Introduction to Database Management |
| INM 1803 & 3804 | Directed Studies |
| INM 1010 | Technology 2002 |
| INM 1060 | Database Management |
| INM 1123 | Introduction Keyboarding |
| INM 1113 | Beginning Keyboarding |

1990 – 1993

The transition from a 2 year institution to a 4 year institution and my reassignment from Court and Conference Reporting to technology teaching was implemented during this year.

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|----------|---|
| IMS 1010 | Technology 2002 |
| OSM 1113 | Beginning Keyboarding |
| OSM 1175 | Beginning Stenograph |
| OSM 1185 | Intermediate Stenograph I |
| OSM 1195 | Intermediate Stenograph II |
| OSM 1205 | Advanced Stenograph I and Transcription |
| OSM 1215 | Advanced Stenograph II and Transcription |
| OSM 1225 | Advanced Stenograph III and Transcription |
| OSM 1235 | Advanced Stenograph IV and Transcription |
| OSM 1245 | Advanced Stenograph V and Transcription |
| OSM 1213 | Literary |
| OSM 1123 | Jury Charge |
| OSM 1232 | Courtroom Testimony |
| OSM 1244 | Courtroom Procedures and Internship |
| OSM 1252 | Courtroom Procedures |
| OSM 1803 | Directed Studies |

Grant Development

“Revision of INM 1010 Courseware for Modularization.” UMC Technology Mini Grant (2000-2001)

“Web-Based On-Line INM 1060 Database Management Course for Distance Education Delivery” UMC Technology Instructional Development Program Grant (1998-99)

Collegiate Course Work

Doctoral Program: Computing Technology in Education Graduate
School of Computer and Information Science
Nova Southeastern University
Fort Lauderdale, Florida

| | |
|----------|---|
| DCTE 740 | Telecommunications and Computer Networks (3 credits) |
| DCTE 730 | Seminar in Online Learning Environments (3 credits) |
| DCTE 770 | Courseware Design and Development (3 credits) |
| DCTE 870 | Project in Courseware Design and Development (4 credits) |
| RESD 700 | Research Methodology (3 credits) |
| RESD 800 | Project in Research Methodology (4 credits) |
| DCTE 745 | Multimedia and Emergency Technology (3 credits) |
| DCTE 747 | Learning Theory and Computer Applications (3 credits) |
| DCTE 845 | Project in Multimedia and Emergency Technology (4 credits) |
| DCTE 720 | Human Computer Interaction (3 credits) |
| DCTE 790 | Special Topics in Computing Technology in Education (4 credits) |
| DCTE 890 | Project in Special Topics in Instructional Delivery Systems (3 credits) |

OUTREACH/SERVICE

COMMUNITY SERVICE AND PROFESSIONAL MEMBERSHIPS

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|----------------|---|
| 2004 | Presenter to Fall Extension Conference for Polk County Minnesota Extension on "Organizing Your Office" |
| 1998 – 2004 | Member, International Society for Technology in Education |
| 1998 – 2004 | Member, American Association of Higher Education |
| 1995 – 2001 | University Coordinator, RYLA (Rotary Youth Leadership Association Summer Camp |
| 1995 – 1998 | Rotary RYLA Summer Camp Presenter on "Parliamentary Procedure" |
| 1992 – 2000 | Member, Crookston Rotary International |
| 1995 – Present | Parliamentary Procedure Judge for Regional FFA Competition |

UMC Professional Involvement

All – University:

2003 - 2004

Member, Social Concerns Committee of
University Senate

1990

Member, Equal Employment Opportunity for
Women Committee (EEOW)

Campus

Faculty Assembly:

2000 – 2005

Parliamentarian

2000

Secretary Pro Tem, Steering Committee

2000

Ballot Committee, Officer Elections

2003

Consultative Committee,

2003

Ex-Officio Member, Constitution and By-Laws

Campus Assembly:

1990 – 2005

Parliamentarian

2004 – 2005

Chair, Constitution and By-Laws

2003

Elected member Constitution and By-Laws

1990 – 2005

Ex-Officio Member, Constitution and By-Laws

1999 – 2005

Ex-Officio Member, Nominations and Elections

1990

Chairman, Nominations and Elections

Committees:

1998 – 2004

Member, UMC Parking Committee

1998 – 2003

Member, Calendar Committee

2001 – 2003

Co-Chair, Scholarship Committee

1990, 2000 – 2002

Member, Development Committee

2002

Member, Academic Administrative Committee

2002

Co-Chair, Evaluation Committee for Mike

Curfman, Women's Basketball Coach

2002

Chairman, Intercollegiate Athletics Committee

1997 – 2003

Member, Intercollegiate Athletics Committee

1998 – 2001

Member, UMC Parking Appeals Subcommittee

2000

Chairman, Evaluation Committee for Laurie
Wilson

1999

Chairman, Evaluation Committee for Mark
Huglen, Hockey Coach

1999

Chairman, Evaluation Committee for Marcelo
Campoverde, Soccer Coach

1999

Chairman, Evaluation Committee for Gary
Senske, Men's Basketball Coach

1998

Member, Evaluation Committee for Scott
Oliver, Football Coach

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| 1991 – 1993 | Member, Scholastic Standing Committee |
| 1991 | Chairman, Committee for Marsha Odom Academic Assistance Evaluation |
| 1990 | Member, Scholarship Banquet Committee |
| 1990 | Chairman, Scholastic Standing Committee |
| 1990 | Member, Placement Committee |
| 1990 | Member, Institutional Effectiveness Committee |

Center:

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| 1999 – 2003 | Member, Social Committee |
| 2002 – 2003 | Member, Bush Grant Cohort Group |
| 2000 – 2002 | Member, Search Committee for INM Tenure Track Position |
| 1999 – 2000 | Center Representative, Ad-Hoc Faculty Assembly Steering Committee |
| 1999 – 2000 | Chairman, Standards and Evaluation Committee |
| 1999 | Member, Search Committee for INM Program Director |
| 1999 | Member, Working Group: Technology and Distance Learning Subcommittee |
| 1995 – 1997 | Member, Working Group: Technology (Students Support Subcommittee), Development, Facilities, and Distance Learning |
| 1990 – 1994 | Member, Curriculum Committee |
| 1990 | Member, Standards and Evaluation Committee |

Other UMC Involvement:

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| 2002 | Faculty Advisor, Crookston Student Association |
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HONORS AND AWARDS

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|----------------|--|
| November, 2005 | Received recognition certificate for contributions to UMC Annual Fund Drive |
| November, 2003 | Received recognition certificate for contributions to UMC Annual Fund Drive |
| May, 1999 | Received "Outstanding Service to Students with Disabilities Certificate |
| May, 1990 | UMC "Fan of the Year" Award |
| 1980 – 1985 | Numerous leadership awards from Office Education Association |