

MELINDA LIEN

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PROFESSIONAL SUMMARY

Senior Instructional Designer. Positive, dynamic and thoughtful leader with over 15 years of experience providing instructional systems design expertise and support within university, government/military, and K-12 environments. Detail-oriented and innovative performer, skilled at applying learning theory, pedagogical practices, teaching strategies, and technology to enhance learning. Highly collaborative and people-focused team player with polished communication skills and a passion for building effective relationships among diverse groups of stakeholders.

EDUCATION

Doctor of Philosophy in Education – Instructional Systems Design & Technology, University of Central Florida. December 2009.

Master of Arts in Education – Curriculum and Instruction, Instructional Systems Design & Technology concentration, University of Central Florida. August 2006.

State of Florida Initial Teacher Preparation Program Certificate, University of Central Florida, August 2005.

Bachelor of Arts in Radio/Television Communication; minor in Political Science, Pre-Law Emphasis, *cum laude*, University of Central Florida. May 1995.

WORK HISTORY

Senior Instructional Designer Full Time 1/2023 to Current

University of Colorado Colorado Springs – Colorado Springs, CO

- Supervises staff in Instructional Design analysis, design, development and implementation of online graduate and undergraduate degree programs.
- Uses knowledge and experience in learning theory, curriculum and instructional practices, media production, and accessibility in the creation of engaging online courses. Educates faculty to effectively use these principles in course design.
- Uses curriculum, learning theory, and instructional design principles to design degree programs in which program objectives/outcomes, course objectives, module objectives, activities and assessments are clearly aligned.
- Researches, studies, and applies Enrollment Management knowledge including 3rd party market analysis platforms, federal data, higher education industry articles and conference attendance to gauge the need, demand and marketability of degree and certificate programs.
- Conducts cyclical requests for proposal (RFPs) to identify potential online programs whose quality, marketability, and potential labor and student demand ensure their growth potential for the university and community.

Program Evaluator, Graduate Studies in Teacher Education Full Time 12/2018 to 12/2022

Colorado State University–Pueblo – Pueblo, CO

- Coordinated a diverse team of over 40 third-party course providers (professional development organizations, instructional specialists, faculty, and school districts across the nation) who partnered with the university to offer online, hybrid, face-to-face, and independent study graduate teacher professional development courses.
- Evaluated and maintained 1,300+ third-party course syllabi and associated instructor credentials; ensured syllabi were of high instructional quality, consistent across providers, and in compliance with Higher Learning Commission (HLC) and university accreditation standards. Confirmed that all instructors were highly qualified at the graduate level.
- Incorporated extensive education and experience in adult learning theory, instructional systems integration, assessment, and best practices in course design to help educators across the country offer top-quality graduate teacher professional development courses. These courses were designed to satisfy teacher continuing education licensing requirements and are approved to contribute to the CSU Pueblo Master's Degree in Education (M.Ed.).
- Evaluated 200+ random samples of student work annually from a population of more than 6,000 graduate students, including written papers, field experience logs, tests, and capstone projects to ensure alignment with course syllabi, effectiveness of the educational experience, and student products commensurate with M.Ed. expectations.
- Collaborated effectively with faculty and course developers and in a wide variety of subject matter areas and academic disciplines across five time zones while employing far-reaching communication, customer service, and organizational skills.
- Provided recommendations and guidance to course leaders and instructors concerning instructional methodologies, platforms, content, assessment, and HLC and university requirements.
- Used an originally authored rubric with criteria/standards in line with those of OSCQR and in compliance with HLC and university requirements for evaluating quality of course design and delivery.
- Maintained knowledge and proficiency in a variety of current course development technologies for Windows, macOS, and iOS, including web conferencing, desktop recording, MS 365, and MS Word, PowerPoint, and Excel.

Instructional Systems Design Supervisor Full Time 04/2011 to 09/2018

U.S. Air Force Academy (USAFA) – Colorado Springs, CO

- Planned, organized, created, and directed classroom, online, and hybrid curriculum while ensuring education and character development of 4,000+ future U.S. Air Force officers.
- Supervised teams including faculty and Academy leaders to completely re-design and integrate military training and leadership development curriculum across the four-year university experience, improving the learning experience for over 4,000 USAFA cadets.
- Collaborated with a wide variety of military and academic subject matter experts on curriculum development including performance objectives, lesson plans, handouts, job & training aids, reference materials, multimedia, assessments, and evaluations.
- Directed faculty and staff in execution of needs and learner analyses, design, development, implementation and evaluation of instructional products in accordance with ISD process.
- Helped 50+ military personnel and content-area experts with little or no formal instructor training become effective instructors, transitioning from a traditional instructor-centered, lecture-oriented teaching approach to innovative, learner-centered strategies that incorporated eLearning via Canvas and Blackboard learning management systems.

- Gathered and analyzed student reaction data and evidence of learning via formative and summative assessments, to include writing assignments and pre- and post-tests.
- Researched and shared best practices in learning and developmental techniques and technologies for application across curricula.
- Partnered with internal stakeholders to ensure course content, learning activities and facilitation solutions met cadets' development needs.
- Communicated with all levels of staff and leadership, providing timely and accurate technical summaries and reports on trends, recommendations, and solutions.
- Represented the organization to distinguished visitors and industry stakeholders.
- Selected as U.S. Air Force Academy Commandant of Cadets Civilian of the Quarter and/or member of Team of the Quarter in 2011, 2015, 2016, 2017.

Instructional Systems Design Specialist Full Time 01/2009 to 04/2011

Naval Air Warfare Center, Training Systems Division – Orlando, FL

- Provided leadership and guidance on instructional design models, adult learning theories, training needs analysis, training effectiveness metrics, and data analysis.
- Supervised teams of contractors and government employees in the analysis, design, development, implementation and evaluation of adult education and training for federal government agencies, including the U.S. Navy, Marine Corps, Army, FEMA, and Department of Energy.
- Developed curriculum in broad range of topics including technical aircraft maintenance, safety, civil disaster response, customer service and hospitality.
- Provided targeted training solutions via training needs analysis, media selection, design, development, and delivery of SCORM-compliant and Section 508-compliant Interactive Multimedia Instruction and Instructor-Led Training.
- Collaborated with internal and external stakeholders to prepare online materials, content, and tools to facilitate training globally.
- Boosted quality of learning experiences via curriculum evaluation, instructional delivery assessment, and student performance data analysis.
- Provided leadership with vital information for making decisions on funding curriculum efforts using quantitative and qualitative data analysis and written summary reports.
- Selected for Naval Air Warfare Center, Training Systems Division Sustained Excellence Awards, 2009, 2010 and for Admiral Luis De Florez Team Award, 2009.

Doctoral Fellow and Graduate Research & Teaching Assistant, Full Time 08/2006 to 12/2009

University of Central Florida – Orlando, FL

- Awarded Trustee's Doctoral Fellowship for professional expertise, scholarly contribution, and top GRE test scores; this required full time, paid degree pursuit and Graduate Research and Teaching responsibilities.
- Conducted original research in the field of education, focusing on construction of highly interactive online classroom experiences and digital game technology for educational purposes.
- Taught EME 6613 Instructional Systems Design course to graduate students.
- Fulfilled coursework and dissertation research requirements to earn a Ph.D. in Instructional Systems Design & Technology.

- Doctoral dissertation nominated for University of Central Florida Dissertation of the Year, 2009–2010: “Teaching Presence at the Florida Online Reading Professional Development (FOR-PD) Program: A Confirmatory Factor Analysis.”

Research and Instructional Projects

- Teaching Presence at the Florida Online Reading Professional Development (FOR-PD) Program: A Confirmatory Factor Analysis.
- Dissertation research completed in fall 2009.
 - Dissertation nominated for University of Central Florida Dissertation of the Year, 2009–2010.
 - Research from this study was used as a model for instructing students on confirmatory factor analysis in EDF 7463, Analysis of Survey Research and other Qualitative Data at the University of Central Florida beginning spring 2010.
 - Research from this study was included and presented within the curriculum used to train course facilitators within the FOR-PD program beginning spring 2010.
 - Provided consultation to FOR-PD course designers on teaching presence curriculum taught to FOR-PD course facilitators.
- A Meta-Analysis of Phonemic Awareness in K-12 Education. Conducted formal meta-analysis of published manuscripts to determine trends and patterns in research on phonemic awareness in K-12 reading education.
- A Prototype for Digital Archiving in K-12 Classrooms.
- Review of Measurement and Effect Size Reporting in Quantitative Education Dissertations.
- Bridging the Gap: Strengthening the Connection Between Digital Game Technology and Student Literacy Goals.
- Re-designed and taught blended (web-based and face-to-face) unit of instruction for EME6613, Instructional Systems Design, summer-fall 2008.
- Grant: The Coca Cola Foundation, April 2006. This \$31,180 grant was requested to fund the implementation of the Digital Booktalk Program at Harmony High School in Harmony, FL. *Not funded.*

Educator and Vocational Department Head, Full Time 01/2004 to 08/2006

School District of Osceola County – Kissimmee, FL

- Taught Television Production (grades 9-12); improved at-risk students' reading, writing, and communication skills in a non-traditional academic and technological setting.
- Taught Honors World History (grades 9-11); created lessons and syllabi, assessed student learning, and made adjustments/improvements as indicated by data analysis.
- Created, organized, and delivered Harmony High School's New Teacher Training Program to ensure adequate preparation for incoming new faculty members.
- Awarded First-Year Teacher of the Year, Harmony High School, 2005 and School District of Osceola County's Outstanding Career & Technical Educator, 2006.

RELEVANT COURSEWORK

Master of Arts in Curriculum and Instruction (39 hours)

- Lifespan of Human Development, 3 Sem Hrs
- Inquiry and Instructional Analysis in Social Studies Education, 3 Sem Hrs
- Measurement and Evaluation in Education, 3 Sem Hrs
- Social Factors in Education, 3 Sem Hrs
- Principles of Instruction, 3 Sem Hrs
- Fundamentals of Graduate Research in Education, 3 Sem Hrs
- Instructional Systems Design, 3 Sem Hrs
- Application of Software for Educational Settings, 3 Sem Hrs
- Planned Change in Instructional Technology, 3 Sem Hrs
- Current Trends in Educational Media, 3 Sem Hrs
- Curriculum Theory, Organization and Policy, 3 Sem Hrs
- Independent Study, 3 Sem Hrs
- Special Topics: Synthesis of Educational Literature, 3 Sem Hrs

Ph.D. in Instructional Design & Technology (87 Hours)

- Statistics for Educational Data, 3 Sem Hrs
- Adult Learning, 3 Sem Hrs
- Issues & Research in Education, 3 Sem Hrs
- Quantitative Foundations of Educational Research, 3 Sem Hrs
- Advanced Instructional Systems Design, 3 Sem Hrs
- Analysis of Survey, Record, and other Qualitative Data, 3 Sem Hrs
- International Trends in Instructional Systems Design, 3 Sem Hrs
- Developmental Reading, 3 Sem Hrs
- Quantitative Research Methods II, 3 Sem Hrs
- Qualitative Research in Education, 3 Sem Hrs
- Seminar in Educational Research, 6 Sem Hrs
- Trends in Reading Education, 3 Sem Hrs
- Research Cluster Seminar, 3 Sem Hrs
- Classroom Diagnosis and Development of Reading Proficiencies, 3 Sem Hrs
- Advanced Evaluation and Instruction in Reading, 3 Sem Hrs
- Doctoral Internship in Educational Technology, 3 Sem Hrs.
- Case Studies in Research Design, 3 Sem Hrs
- Reading Practicum, 6 Sem Hrs
- Doctoral Dissertation, 24 Sem Hrs

PROFESSIONAL CERTIFICATIONS

- Certified Victim Advocate 2024
- State of Florida Professional Educator's Certificate: Social Studies, grades 6-12, 2006-2011.
- Certified Level I Systems Engineering Acquisition, Defense Acquisition University, 2010.
- Certified Contracting Officer's Representative, Defense Acquisition University, 2009.
- School District of Osceola County, FL Vocational Certificate: Television Production, grades 6-12, 2004-2006.
- Initial Teacher Preparation Program Certificate, University of Central Florida, 2005.

PROFESSIONAL PUBLICATIONS

Stevison, M., & Kaplan, J. (2010). "Games for Language Arts education: Trends and issues." In A. Hirumi (Ed.) "Playing Games in School: Simulations and Video Games for Primary and Secondary Education." International Society for Technology in Education.

Stevison, M. G. (2009). "A confirmatory factor analysis on teaching presence within the Florida Online Reading Professional Development (FOR-PD) program." Dissertation Abstracts International.

Stevison, M. G. (in progress). "Exploring the theoretical foundations of teaching presence and the use of the Teaching Presence Scale in online professional development for teachers."

Conference Presentations:

Stevison, M., & Hahs-Vaughn, D. L. (2008, November). "A prototype for digital archiving in K–12: Transforming the educational experience with project-based learning via student-created digital archives." Paper presented at the Association for Educational Communications and Technology annual meeting, Orlando, FL.

Wallace, T., Hahs-Vaughn, D. L., & Stevison, M. (2008, November). "Education dissertation consistency with recommended guidelines for measurement reporting." Paper presented at the Florida Educational Research Association annual meeting, Orlando, FL.

Hahs-Vaughn, D. L., Wallace, T., & Stevison, M. (2008, November). "Education dissertation consistency with recommended guidelines for effect size reporting." Paper presented at the Florida Educational Research Association annual meeting, Orlando, FL.

Hahs-Vaughn, D., Wallace, T., & Stevison, M. (2007, October). "Review of measurement and effect size reporting in quantitative education dissertations." Presented at the 2007 National Evaluation Institute, Orlando, FL.

Stevison, M. (2007, April). "Literacy and the digital native: A review of literature on digital game use for adolescent reading instruction." Poster session presented at the Graduate Research Forum, University of Central Florida, Orlando, FL.

Stevison, M., & Hirumi, A., (2006, October). "Bridging the gap: Strengthening the connection between digital game technology and student literacy goals." Presented at the 29th Conference of the Association of Educational Communications and Technology, Dallas, TX.

PROFESSIONAL REFERENCES

Dr. Debbie Hahs-Vaughn

Former Work Supervisor

Professor and Program Coordinator

Methodology, Measurement, and Analysis

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