

**Melissa K. Jones, EdD**  
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## CURRICULUM VITAE

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### EDUCATION

**Florida State University**, Tallahassee, FL **December 2022**  
**Doctor of Education** in Instructional Systems and Learning Technologies  
Department of Educational Psychology & Learning Systems

Supervisor: Dr. Vanessa P. Dennen  
Dissertation: *The Evolving Landscape of LGBTQ+ Support in Higher Education: A Qualitative Study of Initiatives and Leadership Practices in Large Public Universities*

**Florida State University**, Tallahassee, FL **May 2018**  
Graduate Certificate in Online Instructional Design

**University of South Florida**, Tampa, FL **December 2009**  
**Master of Arts** in English Literature

**University of South Florida**, Tampa, FL **December 2009**  
Graduate Certificate in Creative Writing

**Florida State University**, Tallahassee, FL **December 2001**  
**Bachelor of Arts** in English Literature

### TEACHING EXPERIENCE

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**Visiting Professor; January 2023 – currently**  
Instructional Systems and Learning Technologies, **Florida State University**  
Courses Taught:  
**EME 5250, Open Learning and Open Educational Resources (Spring 2023; scheduled for Summer 2024)**  
**EME 2040, Introduction to Educational Technology (Spring 2023)**

**Graduate Teaching Assistant; January 2021 – December 2022**

Instructional Systems and Learning Technologies, **Florida State University**

Courses Assisted:

**EDP 5216, Theories of Learning and Cognition in Instruction (Spring 2021)**

**EME 6357, Evaluation of Instruction and Training in Human Performance Technology (Fall 2021)**

**EME 6356, Learning and Web Analytics (Spring 2022)**

**EME 5608, Trends and Issues in Instructional Design (Summer 2022)**

**EME 5603, Introduction to Systematic Instructional Design (Fall 2022)**

**Associate Faculty; August 2018 – currently**

Department of Communications, **Valencia College**

Courses Taught: ENC 1101, English Composition I;

ENC 1102, English Composition II

Distinctions: Digital Professor, Rubric for Online Competencies (ROC)

Certified Course Peer Reviewer, Associate Faculty (Earned 2019)

**Adjunct Faculty; August 2017- currently**

English Department, **University of South Florida**

Courses Taught: ENC 1101, English Composition I; ENC 1102, English Composition II

**Lead English Faculty; January 2012-June 2015**

English Department, **Keiser University**

Courses Taught: Basic English, English Composition I and II, American Literature, English Literature, and Contemporary World Literature

**Writing Instructor; June 2011-August 2011; June 2010-August 2010**

College of Medicine, **University of South Florida**

Premedical Summer Enrichment Program (PSEP), Office of Student Diversity and Enrichment

Courses Taught: Verbal Reasoning and Writing Skills

**Adjunct Faculty; January 2010-December 2011** English

Department, **University of South Florida** Courses

Taught: English Composition I and II

**Graduate Teaching Assistant; August 2007-December**

**2009** English Department, **University of South**

**Florida** Courses Taught: ENC 1101, English

Composition I; ENC 1102, English Composition II

Courses Assisted: ENC 3250, Professional Writing

## **LEADERSHIP, DESIGN, AND DEVELOPMENT APPOINTMENTS**

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### **Assistant Director of Employee Development; January 2023 – currently**

Organizational Development and Human Resources, **Valencia College**

- Working to align learning and development goals and employee competencies with the strategic initiatives of the department and the institution.
- Leading the development of and serving as project manager for a multi-staged professional development path for supervisors.
- Applying data-informed decision-making practices to evaluate the effectiveness of existing programs.
- Serving on a cross-functional team to examine current faculty and staff educational development support and benefits.
- Supervising assigned staff and managing assigned budgets.

### **Sr. Teaching & Learning Faculty Development/Instructional Design Specialist; January 2017- October 2021**

Center for Teaching and Learning Excellence, **Saint Leo University**

- Oversaw all training and development programming for faculty who were designing online courses and faculty who were teaching in distance/teleconferencing modalities.
- Created, managed, and designed the faculty professional development catalog of offerings, consisting of ~20 online courses and three certificate programs, including the institutionally required new faculty teaching (onboarding) course.
- Managed, designed, and presented ongoing webinar series focused on online and hybrid teaching, applications of educational technologies, and current critical discussions in higher education.
- Served as project manager for faculty development programming, including frequent check-ins with additional team members/designers, collaboration with faculty and instructional design staff, and the implementation of various reporting and evaluation systems.
- Co-developed and designed curriculum for Instructional Design Bootcamps, hybrid events created to prepare faculty for design sprints.
- Worked with a small, cross-functional team, including faculty developers, data analytics specialists, and IT staff to create an interactive faculty professional development dashboard, utilizing Tableau and Microsoft Power BI.
- Served as LMS Administrator (D2L Brightspace), and provided technology trainings for all Microsoft tools, digital collaboration tools (Padlet, Miro, Mural), and video conferencing tools (Blackboard Collaborate, Polycom, Zoom).

- Worked alongside a small team to transition Faculty Development and Enrichment Department to the Center for Teaching and Learning Excellence, defining and documenting the Mission, Vision, and 1-, 3-, and 5-year goals and plans.

### **Associate Dean of Academic Affairs; August 2015-January 2017**

#### **Orlando Campus, Keiser University**

- Oversaw all faculty and students in General Education, Interdisciplinary Studies, Technology, Psychology, and Business Programs
- Hired, scheduled, and evaluated faculty teaching in noted programs.
- Managed the Teaching and Learning Center and Writing Studio.
- Co-created a year-long Core Competencies model designed to improve collaboration, communication, and curriculum instruction between faculty teaching in General Education and the various degree programs.
- Served as the campus director of the Assessment Committee.
- Served on overlapping QEP Committees focused on writing and math.
- Wrote multiple sections of the SACS-COC Reaffirmation Study, across two campuses, and served on the University Reaffirmation Committee.

### **Teaching & Learning Coordinator/Campus Director; May 2012-August 2015**

#### **Tampa Campus, Keiser University**

- Co-founded and directed the Tampa Campus Teaching and Learning Center (TLC).
- Designed, managed, and evaluated faculty development programming and student tutoring.
- Worked with faculty through conversion of courses to hybrid modalities
- Managed day-to-day operations of the TLC, scheduling, documenting, reporting, and assessing.
- Created and delivered day-long faculty enrichment events that took place at the beginning of every fall, spring, and summer semester.
- Organized ongoing workshops for students, delivered through collaboration with faculty presenters.
- Oversaw the training of all faculty during LMS transition and served as the primary trainer for faculty technologies, teaching and learning, and course design.

## ACADEMIC CONFERENCE PRESENTATIONS

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### INVITED PRESENTATIONS

Riding, K., **Jones, M.K.**, Nevárez, C. (presented 2023, November). *Generative AI, educational psychology, and learning sciences*, in *Generative AI in medical laboratory education*. Jornada Científica De Laboratorio Clínico Y Anatomía Patológica 2023. Universidad Nacional Mayor de San Marcos, Lima, Peru. (International).

Novak, K., Luchs, C., **Jones, M.K.**, Bennani, F., & Marcelle, P. (presented 2022, April). *Start with the syllabus: Equity-minded practices for centering learners*. Presented as part of *Inclusive pedagogy and design: Diversify your constructs, citations, and readings*. eLearning Consortium of Colorado (eLCC) Virtual Conference.

**Jones, M.K.** (presented 2022, March). *Queering the composition classroom: Strategies for creating LGBTQ+ inclusive learning environments*. Equity-Minded Practice Spring 2022 Webinar; Department of Communications, Valencia College, Orlando, FL.

Goshorn, D., & **Jones, M.K.** (presented 2019, November). *Cards against complacency (2<sup>nd</sup> ed.): A Party game for fatigued professionals*. Speech-Language-Hearing Association Convention, Orlando, FL. (National).

**Jones, M.K.** (presented 2018, March). *From orientation to creation: Using the Rapid, Innovative Student Engagement (RISE model) to design more effective online student course experiences*. Virginia Region Interdisciplinary Academic Conference, Norfolk, VA.

Borden, J., Hahn, K., Ruiz, C., Goshorn, D., **Jones, M.**, Kunzweiler, G., McIlroy, C., & Rheinschmidt, S. (presented 2017, July). *Changing everything: How Saint Leo transformed learning, culture, and technology in 18 months*. Featured presentation at Fusion, Las Vegas, NV. (National).

### PRESENTATIONS

Dennen, V.P., Bong, J., Yalcin, Y., **Jones, M.K.** (presented 2023, November). *Renewable assessments and learning legacies: Developing the "OER on OER" project across school years*. Open Education Conference (Virtual).

Dolowitz, A., Reese, R., **Jones, M.K.**, Giacumo, L., & Lomellini, A. (presented 2023, October). *The professional ladder: Is this workplace safe for me?* Association for Educational Communications & Technology (AECT) International Convention. Orlando, FL. (International).

Fisher, B., **Jones, M.K.**, Goldstein, S., & Bauman, J. (presented 2023, October). *Transforming a division: The Evolution of the Division of Organizational Training and Performance's Knowledge Share*. Association for Educational Communications & Technology (AECT) International Convention. Orlando, FL. (International).

**Jones, M. K.**, & Nevárez, C. (presented, November 2022). *A Community reconnected: Collaborating to create an inclusive teaching workbook*. Professional and Organizational Development (POD) Network in Higher Education Annual Conference 2022. Seattle, WA. (National).

**Jones, M. K.**, Clawson, J., Cobblah, A. N., & Yammer, E. Y. (presented, November 2022). *Studying, streamlining, & sustaining DEI work across academic contexts*. Professional and Organizational Development (POD) Network in Higher Education Annual Conference 2022. Seattle, WA. (National).

Fisher, B., **Jones, M. K.**, Goldstein, S., & Bauman, J. (presented 2022, October). *Organizational Training & Performance (OTP) knowledge share*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).

**Jones, M. K.**, & Nevárez, C. (presented 2022, October). *Finding the balance between personalized and standardized: Humanizing professional development for faculty learners*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).

**Jones, M. K.** (presented 2022, October). *Supporting queer students in online learning environments: A Study of leadership practices and LGBTQ+ initiatives*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).

Sockman, B. R., Herman, K., James-Coles, S., Stidham, S., Tracey, M., Dickson-Deane, C., **Jones, M. K.**, Tamim, S., & Blevins, S. (presented 2022, October). *Organizational leadership: Using systems thinking to lead with social justice*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).

- Fensie, A., Rogowski, A., Bellnier, K., Stidham, S., **Jones, M.**, Wiley, L., StPierre, L., & Alicea, M. (presented 2022, October). *The study of adult learners in distance education: A Scoping review of the literature*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).
- Fensie, A., StPierre, T., Bellnier, K., Rogowski, A., **Jones, M.**, Alicea, M., Wiley, L., & Stidham, S. (presented 2022, October). *Designing instruction for adult learners in distance education using evidence-based practices*. Association for Educational Communications & Technology (AECT) International Convention. Las Vegas, NV. (International).
- Jones, M.**, & Nevárez, C. (presented 2022, February). *“Have you replied yet?”: Strategies for designing human-centered discussion forums*. Conference on Meaningful Living and Learning in a Digital World, Savannah, GA.
- Nevárez, C., & **Jones, M.** (presented 2022, February). *Seven minutes with the learning sciences: A Narrative look at interdisciplinary approaches to online education*. Conference on Meaningful Living and Learning in a Digital World, Savannah, GA.
- Jones, M.**, & Nevárez, C. (presented 2021, November). *The four presences: An Inclusive workshop on the Community of Inquiry framework for diverse faculty audiences*. Professional and Organizational Development (POD) Network in Higher Education Annual Conference 2021. Virtual. (National).
- Jones, M.**, & Nevárez, C. (presented 2021, November). *Complex problems - creative solutions: Using common technologies to gamify professional development and visualize participation data*. Association for Educational Communications & Technology (AECT) International Convention. Chicago, IL. and Virtual. (International).
- Novak, K., Luchs, C., **Jones, M.**, Herman, K., & Marcelle, P. (presented 2021, November). *Culture, learning, and technology: Diversify your constructs, theories, citations, and reading lists*. Association for Educational Communications & Technology (AECT) International Convention. Chicago, IL. and Virtual. (International).
- Budhrani, K., Ross, K., Muljana, P., **Jones, M.**, & Staudt Willet, B. (presented 2020, November). *Factors influencing doctoral students’ perseverance in online instructional technology programs*. Association for Educational Communications & Technology (AECT) International Convention. Virtual. (International).

- Jones, M.**, Bookman, S., Lacombe, A., Loomis, C., Proctor, H., & Verity, E. (presented 2020, November). *The power of social media to build cultural connections for online doctoral students*. Association for Educational Communications & Technology (AECT) International Convention. Virtual. (International).
- Jones, M.**, & Nevárez, C. (accepted\* 2020, November). *Adaptable scenarios and inclusive strategies: Creating a workbook for supporting instructional designer/teaching faculty partnerships*. Association for Educational Communications & Technology (AECT) International Convention. Jacksonville, FL. (International). \*Not presented due to COVID complications.
- Jones, M.** (presented 2020, February). *Using a Community of Inquiry framework to humanize online learning and support diverse student voices*. Conference on Meaningful Living and Learning in a Digital World, Savannah, GA.
- Jones, M.** (presented 2019, October). *The intersection of us and them: Using a Community of Inquiry model to support diversity and inclusion in composition classrooms*. Valencia College Reading and Writing Conference, Orlando, FL.
- Goshorn, D., & **Jones, M.** (presented 2019, March). *Humanizing online learning*. Tampa Bay Regional Instructional Design Conference, Tampa, FL.
- Goshorn, D., & **Jones, M.** (presented 2019, February). *Cards against complacency: A Party game for fatigued faculty (1<sup>st</sup> ed.)*. Conference on Meaningful Living and Learning in a Digital World, Savannah, GA.
- Jones, M.**, Nichols, G., Riding, K., & Stewart-Morrison, M. (presented 2019, February). *Supporting faculty partnerships: A Panel on shared experiences from four Florida universities*. Sunshine State Teaching & Learning Conference, Daytona, FL.
- Goshorn, D., & **Jones, M.** (presented 2018, April). *Mindful approaches to faculty development*. Florida Faculty Development Consortium Meeting, Fort Myers, FL.
- Ruiz, C., Goshorn, D., & **Jones, M.** (presented 2018, March). *Strategies for more accessible course designs*. Tampa Bay Regional Instructional Design Conference, Tampa, FL.
- Ruiz, C., Goshorn, D., & **Jones, M.** (presented 2017, October). *The*



*effectiveness of enrichment: A Game for faculty developers.* Florida Faculty Development Consortium Meeting, Jacksonville, FL.

Ruiz, C., Goshorn, D., & **Jones, M.** (presented 2017, April). *The good, the bad, and the ugly: Creating online faculty development courses.* Florida Faculty Development Consortium Meeting, Sarasota, FL.

**Jones, M.**, & Stewart-Morrison, M. (presented 2016, October). *Using technology to promote faculty development.* Florida Faculty Development Consortium Meeting, Clearwater, FL.

**Jones, M.** (presented 2009, March). *Bonding through violence: Male homosocial relationships in Cronenberg's Dead Ringers, A History of Violence, and Eastern Promises.* Anything but Safe: Sex, Sexuality, and Gender Conference, Tampa, FL.

**Jones, M.** (presented 2008, October). *Reaching ngàje ngài: Acceptance, redemption, and salvation in "The Snows of Kilimanjaro."* Florida College English Association Conference, Ybor City, FL.

## **PUBLICATIONS**

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Fensie, A., Gill, P. K., Rogowski, A., Bellnier, K., Flynn Stidham, S., **Jones, M. K.**, Wiley, L., St. Pierre, T., Alicea, M., Wehr, K., Clark-Stallkamp, R., Krieger, M., O'Mahoney, A., Stalford, L., Budhrani, K., Hijja Mazlan, N., & Avci, H. (2022, Preprint). The study of adult learners in distance education: A Scoping review of the literature. 10.13140/RG.2.2.32441.44644

**Jones, M. K.** (2022). Centering teaching and learning centers in instructional systems design conversations. *TechTrends*. Springer.  
<https://doi.org/10.1007/s11528-022-00786-x>

Dennen, V. P., & **Jones, M. K.** (2022). The role of the online instructor: A Nexus of skills, activities, and values that support learning. In *Handbook of Open, Distance and Digital Education*. Springer.  
[https://doi.org/10.1007/978-981-19-0351-9\\_62-1](https://doi.org/10.1007/978-981-19-0351-9_62-1)

**Jones, M.K.**, & Nevárez, C. (2021, October). Humanizing the remote learning space: Focus on faculty development. *TOPKit Digest: Teaching Online Preparation Toolkit*.

**Jones, M.**, & Nevárez, C. (2021, August). Learning science in faculty development and instructional design. *TOPKit Digest: Teaching Online Preparation Toolkit*.

**Jones, M.** (2011). Understanding the rhetorical purpose of Rogerian logic. In C. Childs (Ed.) *Rhetoric Matters, 2<sup>nd</sup> Ed.* Boston, MA: Bedford/St. Martin's.

## **AWARDS AND GRANTS**

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### **Donald H. Wulff Diversity Fellowship Grant, 2023**

Professional and Organizational Development (POD) Network in Higher Education

### **Ruby Diamond Future Professor Award, 2022**

Instructional Systems and Learning Technologies, Department of Educational Psychology and Learning Systems; College of Education, Florida State University

### **Graduate, Professional, and Postdoctoral Scholar Career Development Grant, 2021**

Professional and Organizational Development (POD) Network in Higher Education

### **Division of Organizational Training and Performance Scholarship, 2020**

Association for Educational Communications and Technology (AECT)

## **PROFESSIONAL ORGANIZATION POSITIONS**

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### **Division of Organizational Training and Performance (OTP)**

Association for Educational Communications and Technology (AECT)

President	November 2023
President-Elect	November 2022
Secretary	November 2021
Board Member	November 2020

### **Diversity, Equity, and Inclusion Executive Committee**

Professional and Organizations Development (POD) Network in Higher Education

Co-Coordinator of Scholarship and Research	2022-2024
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## **FACULTY DEVELOPMENT PRESENTATIONS**

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### **Highlights**

**2021-** Designing Dynamic Discussion Boards; Creating Module-Level Learning Objectives; Introduction to Teaching with Simulated Experiences (Mursion).

**2020-** Authentic Assessments; Building Effective Online Modules; Preventing Plagiarism Online

**2019-** Effective Activation Techniques for Online Courses; Technologies for Formative Assessments; Enhancing Collaboration in Small Group Projects Online

**2018-** Using Microsoft Teams for Project Management; Teaching Squares: An Interdisciplinary Approach for Faculty Communities

**2017-** Crafting a Data-driven Student Nudge Campaign

**2016 – 2007-** Creating Active, Engaging, and Accurate Learning Environments; Qualitative and Quantitative Assessments for Objective Alignment; Creating a Flipped Classroom; Test Blueprinting for Effective Assessments; Teaching Scholarly Research; Integrating New Technologies

## **COURSES DESIGNED & FACILITATED**

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### ***Highlights***

#### **Institutionally Required Faculty Development Courses**

- Teaching at Saint Leo University; Required for all faculty
- Teaching in the Internet-Connected Classroom (web- web-conferencing) Modality; Required course for all faculty who were teaching via synchronous, web-based modality
- RISE and RISE 2.0; Required for all faculty who were developing online courses
- Writing Across the Curriculum Courses; Part of the 2020 Quality Enhancement Plan (QEP)

#### **Courses for Teaching and Learning, Faculty Professional Development**

- Active Learning in the Online Environment
- Engaging and Inclusive Discussion Boards
- Learning Outcomes and Module-Level Objectives
- Brain-Based Learning
- Constructivism
- Education Technology
- Data Analytics and Classroom Management
- Outcomes-Based Designs
- Communities of Inquiry
- Teaching with Microsoft 365

### **Community & Continuing Education Courses**

- Mindful Strategies for Working from Home; Open-access course offered during COVID-19

### **ACADEMIC SERVICE**

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President's Commission on Artificial Intelligence;  
Valencia College  
Beginning January 2024

Junior Editor (Special Edition on Online Faculty Development); *The Internet and Higher Education* Journal  
Elsevier – currently

Peer Reviewer; *TechTrends*, Springer  
May 2022 – currently

Peer Reviewer; *The Internet and Higher Education* Journal,  
Elsevier January 2020 – currently

Proposal Reviewer; AECT 2022 Convention; Culture, Learning, and  
Technology Division; Organizational Training and Performance  
Division, March – April 2022

University Exploratory Committee for Online Assessment and Proctoring. Member,  
Saint Leo University, May-August 2020

Rubric for Online Competencies (ROC) Course Peer Reviewer,  
Valencia College, December 2019-currently

Rapid, Innovative Student Engagement - RISE 2.0 Instructional Design  
Committee; Member, Saint Leo University, November 2018-May 2019

Southern Association of Colleges and Schools (SACS) Reaffirmation Self-  
Study Committee, Keiser University, Orlando Campus; June 2015-January  
2017

Academic Assessment Committee; Director  
Keiser University, Orlando Campus; August 2015-January 2017

Southern Association of Colleges and Schools (SACS) Reaffirmation Self-  
Study Committee, Keiser University, Tampa Campus; May 2015-June 2015

Academic Assessment Committee; Member  
Keiser University, Tampa Campus; February 2015-June 2015

Quality Enhancement Plan (QEP I and II) Advisory Boards; Member  
Keiser University, Office of the Chancellor; January 2015-January 2017

Annual Keiser Student Writing Contest;  
Creator/Judge Keiser University, Tampa Campus;  
2013 and 2014

Assessment of First-Year Composition Program: Rubric Calibration  
Evaluator, University of South Florida; May 2011

Bullitzer (Composition Award) Essay Committee; Reader/Judge; First-Year  
Composition Program; University of South Florida; 2008-2010

Undergraduate Thesis Committee Member  
Honors College: Sociology; University of South Florida; Fall 2010  
Honors College: Mass Communications; University of South Florida; Fall 2007

## **PROFESSIONAL CERTIFICATIONS**

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### **Leading for Equity, Diversity, and Inclusion in Higher Education**

University of Michigan |  
Coursera Issued October 2021

### **Diversity, Equity, and Inclusion in the Workplace**

University of South Florida Corporate Training  
Issued May 2021

### **Post-Crisis Leadership**

University of South Florida Corporate Training  
Issued July 2020

### **Designing with Accessibility in Mind**

Online Learning Consortium  
Issued April 2017