

*Tina E. Lancaster, Instructor  
Department of Innovation and Design  
College of Innovation and Design*

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*Strengths: Activator, Woo, Responsibility, Positivity, Consistency*

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### *Education*

ACUE Effective Online Teaching course, 2020-2021

Completed with 4.0 TMGT 595, 512, and 510

M.S. Industrial Technology, 2009, Texas A & M University-Commerce

18 Graduate Hours, Management Information Systems

B.S., Computer Science, 1977

### *Honors and Awards*

Honorable Mention in an article titled "Who's Who in Academia" by Joseph Bozanek.

Teaching Excellence Award, Texas A&M System, 2010, 2011, 2012

Member Beta Gamma Sigma, Honors Fraternity

Personnel Reviews "Outstanding"

Student Evaluations average 1.3 or below (1 – Excellent, 5 – Poor)

Data Automation Officer of the Year - USAF, 1981

### *Certifications*

Microsoft Office Specialist Certification, Excel

SAP-ERP Certified Associate, 2012

Quality Matters Certification for Excellence in Online Education, 2019

Quality Matters Peer Reviewer Certification, 2020

### *Publications*

Lancaster, T. & Taggart, A. (October, 2015). Bringing an Applied Sciences Program into the 21<sup>st</sup> Century. Austin, TX. Texas Community College Instructional Leaders.

Alexander, C.A., Lancaster, T., Gibson, S., and Pryor, M.G. (2011). Technology support for small businesses, International Journal of Education Research, 6(1), Fall, 2011

### *Intellectual Contributions*

*Lancaster, T., McElhaney, J. (2013). An Active Learning Experiment: Using Current and Emerging Technologies for improved Student Engagement, National Quality Matters Conference, October, 2013.*

*Reviewed two articles for the International Conference on Information Systems, 2013*

*Developed two Information Security online courses for Cengage, 2012*

*Reviewed Information Systems Project Management text, Pearson, 2012*

### *Research in Progress*

Student Engagement in Online Classes: Using Emerging Technologies

### *Student Projects Completed serving the University*

- Four Projects for the TAMUC Blueberry farm: Customer database, Sales Tracking database, marketing plan, standardized labeling
- Campus-wide professional photography opportunity, managed by a website developed by the project management students
- Email-handling project for COBE Academic Advising Center
- Research for swipe-card system to replace manual system, COBE Academic Advising Center

### *Faculty Development Workshops and Training*

D2L Training 2018-2020

Building Quality Online Programs, FCTT 2015

Successful Questioning Techniques, FCTT, 2013

Developing and Teaching New Skills for Today's students, FCTT, 2013

WordPress for faculty websites, FCTT, 2013

SAP University Alliances Workshop, SAP-ERP Configuration, 2013

Quality Matters Course, 2013, 2019

AVID: High Engagement Strategies in the classroom, 2012

SAP University Alliances Academic Conference, March 2012

Strengths Quest Educator Seminar, 2011

AVID: High Engagement Strategies in the classroom, 2010

Faculty Connect: Effective Communications for Online Learning, October, 2009

Completed IRB Training 2012

### *Service*

University Financial Aid Appeals Committee, 2020-2021

University GPA Appeals Committee, 2020-2021

Institutional Effectiveness Author for BAAS and BGS programs, 2018-present

Serve as a Quality Matters Peer Reviewer, 2013-present

Paris Junior College, Business Management Advisory Board

Curriculum Committee for the Department of Applied Arts and Sciences, College of Science and Engineering, and the University

Quality Enhancement Plan Mentor

Volunteered for 12 opportunities to assist freshman students taking the Global Competency test and set up their ePortfolios

Helped lead the process of curriculum development for the Applied Sciences Program

Web Master for the Department of Applied Arts and Sciences

Developed and brought to fruition the first new MIS flyers and brochures in 5 years, 2013

Coordinator of the MIS Undergraduate BBA, 2013-2015

SAP University Alliances Coordinator, 2012-2015

University Web Governance Committee, 2013-present

College of Business and Entrepreneurship Curriculum Committee, 2013-2015

Academic & Student Affairs Technology Committee, 2011-present

BA/MIS Department Curriculum Committee, 2013-2014

Facilitated the first Faculty Focus group for Teaching with Technology, 2013

Facilitated a discussion at the Education 360: Mini-Symposium, March 2013

Institutional Effectiveness Committee, 2011-2012

College of Business Teaching Excellence Committee, 2011-2013

LinkedIn Seminar presented via Training and Development for Faculty and Staff, 2012

LinkedIn Seminar presented via Career Development for Students, 2012

Professional Speaker for Beta Alpha Psi, November, 2009, October 2012

Assisted in organizing student chapter of AIS, Association of Information Systems

### *Teaching Experience*

#### **Texas A & M University-Commerce**

Full Time Instructor, 2011-present

Instructor/Advisor 2009-2010

Courses:

BAAS 326 Exploring Spreadsheets - Online

BAAS 408 Problem Solving with Databases - Online

TMGT 350 Principles of Technology Management – Online

TMGT 358 Essentials of Project Management - Online

BAAS 409 Global Technology and Society --Online

BGS 401 Ceaseless Industry – Globalization – Online

BGS 402 Research Methods -- Online

BGS 403 Sustainability – Unfettered Thought – Online

BAAS 306 Organizational Change, Creativity & Diversity - Online

ORGL 126 – Computer Information Systems -- Online

Instructor/Mentor, 2009-2010

Courses:

MIS 128 Business Computer Systems -- Blended and Online

MIS 315 Principles of Information Security-- Online

MIS 326 Information Systems Technology Productivity -- Blended

MIS 328 Information Systems Project Management -- Blended

MIS 422 Web Based System Development -- Blended

MIS 426 Management Information Systems—Blended and Online

MIS 379 Business Process Design and ERP Systems – Blended

BAAS 305 Corporate Communications -- Online

**Palo Alto Community College, San Antonio, TX**

Instructor 1987-1990

Courses:

Introduction to Computers

Introduction to Programming (Object-Oriented)

Introduction to Business Computer Applications

Introduction to Networking

Relational Database Organization and Design

Systems Analysis and Design

Assembly Language Programming

**Clovis Community College, Clovis, NM**

Instructor 1981-1984

Courses:

Introduction to Computer Science

Survey of Computing

Programming in BASIC

*Business Experience*

**Business Analyst and Sales Coordinator 2007-2009, Agpro, Inc.**

In this role, I was responsible for the overall structure of a new Windows Server system and implementation of security via active directory. I was also the primary consultant for the new inventory control system and implemented this system to integrate with Quickbooks. This was a small manufacturing company where one wore many hats. I had the pleasure of developing the business processes for international customer support and coordinated international exports, communications, and marketing. I also supervised and coordinated the sales and production staff to meet customer requirements.

**Software and Systems Manager, 2003-2006, Harper Corporate Services**

Harper Corporate Services is a holding company for four very different companies. I was the software manager for all of these companies, which were comprised of 125 users in multiple locations. As the companies were all in a growth stage, new developments were constantly being planned or implemented. I was the DBA for seven SQL databases and was responsible for those databases' security. I also managed new users and the security available via Active Directory in the Windows Server environment. The most important work I did was the implementation of several major new systems including a Human Resources Information System, a construction management system, two new accounting systems, and Microsoft SharePoint Server. During these implementations, I frequently had to develop software to convert data from legacy systems to the new relational systems. Because we were not working in an Enterprise environment, there were constant requests for electronic exchanges of data from one system to another. These had to be managed carefully to ensure data integrity. This was a tremendously challenging position with something new to be learned daily. We cut over to new servers, a new Exchange Server, and VOIP all in one night; I had no training on the VOIP, but was the primary administrator for all users. I frequently found myself training new users on software to which I had only been exposed.

**Budget and Transportation Manager, 2003, RockTenn Company**

During my brief stay as the budget and transportation manager for RockTenn, I got a deep understanding of the business processes of a light manufacturing environment. Using that knowledge and my deep knowledge of software, I developed a multi-million dollar budget, using new software. I also used project management skills to meet the deadlines, negotiate prices, and hire transportation to meet production deadlines.

**Software Developer, 2000-2003, Shiloh Technology, Inc.**

I implemented the complete Systems Development Life Cycle for voice to data software implementation, including design and provisioning of SQL database and all reporting. Developed the software system to retrieve voice files from physicians, automatically forwarding the files after download to in-house servers for processing against voice-to- document software. Developed the

software system to retrieve keywords from transcribed physician documents and store the patient data and keywords in a SQL-database for document search and retrieval by the physician office  
Responsible for DB security of high-priority medical records  
Developed custom Microsoft Word environment for use by the transcriptionists

**Software Developer, 1993-2009, CattlePro, Inc.**

Developed and implemented multiple iterations of software for the registered cattle industry that included complex structures and modules. Converted to Visual Basic with a SQL database after the initial version was released in Microsoft Access. Software was commercially installed in 48 states and 23 foreign countries  
Developed and implemented installation and security features using Install Shield

**Rancher and parent caregiver, 1990-1993**

**Systems Analyst, 1984-1987, LOMAC Information Systems, Inc.**

Developed commercial software using some of the earliest personal computers and multi- user operating systems, predating Windows. This required development of relational databases and all user interfaces. Provided all training and support for these users.

*Skills and Qualifications*

D2L Brightspace

Microsoft Office Suite

Visual Studio

SAP Business Process and Project Management

SAP ERP Configuration

SoftChalk