

Cynthia Whitesel
609 Lees Bridge Road
Nottingham PA 19362

Teaching Summary

Lincoln University, Lincoln University, PA

English 101 Basic Composition Skills II
English 102 Freshman Composition I
English 208 World Literature II
Faculty Advisor for The Lincolnian student newspaper

University of Maryland, College Park, MD

English 101 Introduction to Composition and Literature
English 210 World Literature

Anne Arundel Community College, Arnold, MD

English 002 Developmental Writing
English 111/112 Composition and Literature
CE Business Communications (Internet-based) FirstClass (client-server)
CE Business Writing (Internet-based) FirstClass

Associate Collegiate Professor, Communication Studies –University of Maryland University College

English 101 Introduction to Composition and Literature
English 291 Introduction to Expository Writing
English 293 Introduction to Technical Writing (developed and taught the first class)
English 289 English Grammar and Rhetoric
English 391 Advanced Expository Writing
English 393B Business Writing
English 393 Technical Writing (developed and taught the first class in 1976)
English 457 The Modern Novel
English 498 Advanced Creative Writing - Writing the Novel
English 498 Advanced Creative Writing - Writing the Short Story
English 489B Advanced Technical Editing
English 493 Advanced Expository Writing: The Art of Narration
COMM 300 Communication Theory
COMM 390 Writing for Managers (Designed and taught Web-based version) (classroom,
Web-based, and voice mail formats)
COMM 393 Technical Writing
COMM 394 Business Communications
COMM 490 Seminar in Technical Communications (classroom, Web-based, and ITV)
COMM 491 Technical Editing (classroom and Web-based format in 1999)
COMM 496 Writing for the Computer Industry

Reviewed and edited the *Co-operative Education Manual for Students and Faculty* (2000).

Evaluated in-coming graduate students for UMUC's **Graduate Business Programs** and developed and taught an online writing seminar to bring students up to standards.

Ongoing Faculty Sponsor for UMUC's Cooperative Education Program each term.

Adj. Assoc. Professor (since 1995): Park College, Parkville, Missouri

EN306A Scientific and Technical Writing

EN306B Business Communications

EN317 American Literature I: Colonial Period to Civil War

EN319 Modern Literature

Writing Center - Anne Arundel Community College: tutored remedial and dyslexic students as well as others who needed help in literature and writing.

UMUC Writing Center: Developed the UMUC Writing Center in 1977-78. Won MAHE award of \$500. Tutored and developed materials.

Bellevue Community College, Bellevue, Washington

As a consultant, I wrote their distance education strategic plan document in 2002 and continued to consult with their DE faculty committee to implement changes to their planning and course development.

FACULTY DEVELOPMENT (since 1993)

Ongoing Faculty Mentor (UMUC) for new faculty teaching online in Communication Studies

Developed and taught the following workshops:

Effective Writing Workshops – Teaching Writing across the Curriculum

Engaging Learners – Strategies in the Online Computer Conferencing Environment

Deliver the Goods – Tips for Collaborative Writing Assignments

WebTycho Faculty Training – Teaching using UMUC's WebTycho Virtual Classroom.

Developed and taught the original training program (1995) and mentored subsequent trainers as program expanded.

Structuring Your Class using Allaire's Cold Fusion Conferencing Software

FirstClass Boot Camp – Using Softarc's FirstClass software and taking Internet classes

Imagination in the Distance Classroom – Techniques and Strategies for Engaging Learners

Teaching Writing at a Distance – Strategies for Managing Writing Assignments

Integrating Web Resources – Techniques for Integrating Information Literacy in the Virtual Classroom

Verizon grant to develop a Web resource site for teachers to integrate multimedia into Web-enabled classes <http://www.umuc.edu/virtualteaching/>

Maryland System's Web Initiative in Teaching (1998-2000) Conference presentation May 1999

on facilitating conference discussions online. WIT Fellow and Mentor for three years.

Distance Education Training Workshops

Anne Arundel Community College – series of five workshops, funded by Maryland technology grant. Delivered in the Verizon classroom and broadcast.

Harford Community College – Strategies for Teaching Online; Developing Courses

Allegheny Community College – Pedagogical Strategies for Teaching Online

UMUC Faculty Training Workshop online – Facilitate Best Practices in Distance Teaching

COURSES DESIGNED FOR WEB-BASED FORMAT

Park University, Parkville, Missouri

EN319 Modern Literature, developed in multi-media format

EN306A Scientific and Technical Writing (Content Expert/Designer)

University of Maryland University College, Adelphi, Maryland

COMM 390 Writing for Managers (Content Expert)

COMM 393 Technical Writing (Peer Reviewer)

COMM 394 Business Writing (Peer Reviewer; contributed online activities for individual, peer, and small group work; integrated Web resources)

COMM 490 Seminar in Technical Communication

COMM 491 Technical Editing

CO-OP 300 Co-op Studies (Peer Reviewer; contributed pedagogy to design of class and online activities; edited the Co-operative Education Manual)

Private Industry

American Society for Association Executives Executive Writing – pilot course for ASAE's Desktop Training Program (Content Expert/Designer)

Technical Writing, customized version of Comm393, for Institute of Illinois, Technology Research Institute, Annapolis, Maryland