Elizabeth Prickett

Division Academic Foundations

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Education

Master of Arts in Higher Education – August 2001

Geneva College – Beaver Falls, Pennsylvania

GPA 4.0/4.0

Bachelor of Arts, English Literature – May 1999

Messiah College – Grantham, Pennsylvania

GPA 3.93/4.0

- Boyer Scholar - 1998 - 1999
- Who's Who Among American College Students - 1997 - 1999
- Sigma Tau Delta International English Honor Society - 1997 - 1999
- Dean's and Provost's Scholarships - 1995 - 1999
- Dean's List - 1995 - 1999

College Teaching Experience

Victoria College – Adjunct Instructor of Student Success

Fall 2015 - Present

Victoria College – Staff for Integrated Reading & Writing (INRW), Academic Café

Fall 2014 – Present

George Mason University – Adjunct Instructor of University 100

Fall 2006

Geneva College – Adjunct Instructor of Learning & Transition

Fall 2000 – Fall 2003

Other Work Experience

Victoria College – Alternative Media Specialist, Center for Academic & Professional Excellence (CAPE)

June 2013 - Present

- Developed and delivered professional development workshops for faculty and staff
- Facilitated discussion of professional development webinars
- Initiated and chaired Accessibility Committee
- Evaluated accessibility of electronic instructional materials (EIM), including documents, multimedia, web and applications
- Produced accessible text for students
- Initiated and managed captioning pilot
- Updated and maintained CAPE webpages
- Created accessibility guides and manuals for a variety of EIM
- Compiled research on accessibility best practices
- Communicated with vendors to obtain VPATs and other accessibility documentation
- Provided consultative support on disability related issues and assistive technology for Counseling and Advising and faculty
- Provided consultative support on accessibility and Universal Design for Distance Education, Marketing and Technology Services
- Collaborated with other CAPE specialists in the planning and implementation of Victoria College's QEP, including Basic Training, Boot Camp and SEAL Academy

Victoria College – Supervisor for Special Testing

Contract Basis – Fall 2013

- Supervised and proctored exams for students for the Educational Testing Service and American College Testing

George Mason University – Accessible Media Coordinator, Assistive Technology Initiative (ATI)

- September 2007 – May 2013
- Managed organizational Bookshare and AccessText memberships and assisted students with setting up individual Bookshare and Learning Ally memberships
- Produced accessible text for students (electronic and tactile)
- Updated and streamlined procedures used for scanning and accessible text, provided reminders about copyright responsibilities to students and communicated with publishers
- Provided students with basic training on how to use text reading software and maintained resource lists of assistive technology for learning, mobility and sensory impairments and universal design
- Assembled accessible media procedures and resource material
- Coordinated assignments of captioning jobs and assisted with training graduate assistant captioners
- Updated and maintained ATI website, specifically accessible text and media pages
- Attended trainings with the Mason Military Alliance Program to better support students who are veterans
- Participated in training for various Microsoft, Adobe and assistive technology software
- Presented at conferences focusing on higher education and accessibility
- Co-planned and hosted Mason's Access, Employment and Learning conference with ATI

George Mason University – Student Services Advisor, Office of Disability Services

April 2010 – October 2010

- Offered administrative office support and training during staffing transitions

- Assisted with reorganization of student data and files
- Managed computer updates

George Mason University – Coordinator, Office of Disability Services

January 2005 – November 2007

- Reviewed documentation to determine appropriate accommodations for students
- Provided counsel and resources for students with disabilities
- Coordinated accessible/alternative formats for textbooks and testing
- Wrote monthly newsletter distributed to students highlighting office procedures, upcoming academic events and deadlines, tutoring and academic support opportunities
- Compiled research on current disability issues in higher education
- Co-organized programming for Disability Awareness Month
- Co-Advised SAGE (Students with Abilities Gaining Enthusiasm) student organization to increase awareness and opportunities for students with diverse physical, psychological and learning abilities

Geneva College – Assistant to the Director, Academic Counseling Center & Educational Support Services (ACCESS)

August 2001 – June 2004 (Graduate Assistant, August 2000 – August 2001)

- Coordinated Fall Connection Program (first-year student program for conditionally accepted students in need of targeted educational support), supervised

study sessions, mentored students, organized social activities, and helped redesign the Fall program

- Facilitated communication with academic departments, scheduling and test proctoring for students with disabilities
- Trained and supervised tutors and coordinated communication between tutors, students and professors
- Designed literature for ACCESS and Disability Services

Geneva College – Supervisor for Special Testing

Contract Basis Fall 2001 - Spring 2004

- Supervised and proctored exams for students with disabilities for the Educational Testing Service – National Teacher Exams PRAXIS Series

Geneva College – Graduate Assistant, Athletics Department

September 1999 - May 2000

- Designed media guides and programs and prepared press releases for the Sports Information Office
- Compiled statistics for the women's volleyball team
- Coordinated track and field meets and researched "Top 10" track & field performances

Messiah College – Intern, Athletics Department

January 1999 – May 1999

- Coordinated athletic contests and tournaments and work study staff
- Prepared schedules and produced work orders and event descriptions
- Cataloged instructions for fall, winter, and spring sports

Messiah College – Men's Soccer Manager, Athletics Department

September 1995 – December 1998

- Trained in American Red Cross CPR and First Aid
- Supervised weight room, gym and other athletics facilities during regular hours of operation and athletic contests
- Provided administrative support to Men's Soccer Coach and support as needed during practices and training
- Videotaped matches
- Coordinated Headers program for support of athletes and communication with parents

Messiah College – Periodicals Assistant, Library & Office Assistant, Student Life

Summer 1998

Professional Development & Training

- AccessU Conference
- Texas Blackboard Users Group (TBUG) Conference
- Accessing Higher Ground (AHG) Accessible Media and Technology Conferences
- California State University Northridge (CSUN) International Technology and Person with Disabilities Conferences
- AHEAD (Association on Higher Education and Disability) National Conference
- AHEAD in Virginia Conferences

Professional Presentations & Publications

- Texas Association of Community College Marketers (TACCM) Conference – Austin, Texas
  - *Untangling the Web: Tips for Accessible Content* – Presentation with Adam Linden - June 2014
- Accessing Higher Ground (AHG) Accessible Media, Web and Technology Conference – Westminster, Colorado

- *Accessible Text Production: What has been successful for George Mason University* - Presentation with Kara Zirkle – Fall 2011
    - Roles and Responsibilities: Who is responsible for Accessibility? - Presentation with Kara Zirkle – Fall 2010
- *Accessibility: Assistive Technology in the Classroom and Beyond* - Presentation with Kara Zirkle – Fall 2010

- California State University Northridge (CSUN) International Technology and Persons with Disabilities Conference – San Diego, California
    - *Accessibility: Assistive Technology in the Classroom and Beyond* - Presentation with Kara Zirkle – Spring 2011
    - *Roles and Responsibilities: Who is responsible for Accessibility?* - Presentation with Kara Zirkle – Spring 2010
- Northern Virginia Community College Assistive Technology Training – Annandale, Virginia
    - *Accessibility: Assistive Technology in the Classroom and Beyond* - Presentation with George Mason University's Assistive Technology Initiative Staff – Winter 2011
- Virginia Transition Forum – Norfolk, Virginia
    - *Accessibility: Assistive Technology in the Classroom and Beyond* - Presentation with Kara Zirkle – Spring 2010

Geneva College's Pro Christo magazine - poetry

Professional Affiliations

- Access Technology Higher Education Network (ATHEN) – 2013 – present
- Association on Higher Education and Disability (AHEAD) in Texas – 2013 - present
- Association on Higher Education and Disability (AHEAD) – 2005 - 2013
- AHEAD in Virginia – 2005 - 2013

Skills & Abilities

- Microsoft: Windows XP & 7; Microsoft Office 2007, 2010 & 2013
- Apple: iOS X; Microsoft Office for Mac 2008 & 2011; iWork; iLife; iPhoto
- Adobe: Creative Suite 2, CS3, CS4, CS5, CS6 (basic training in Dreamweaver, XHTML & InDesign; advanced training in CS2 Photoshop); Acrobat Professional and Reader 8, 9, X & XI; LiveCycle Designer ES2
- Assistive Technology software: Freedom Scientific WYNN Wizard; Freedom Scientific JAWS, TextHelp Read&Write Gold; Duxbury DBT Braille software; DocSoft captioning software

- Other software/applications: ABBYY FineReader scanning and OCR software; CommonSpot CMS; SunGard Banner; Panopto; SoftChalk; Blackboard
- Other: writing & editing; digital photography; basic American Sign Language; document accessibility testing; basic web accessibility testing
- Outdoor Educator & Facilitator: Messiah College, Ligonier Camp & Conference Center, Geneva College, Pine Springs Camp
    - Facilitated caving, climbing, canoeing, hiking, high and low ropes course activities and provided unique learning opportunities and group building experiences for campers, college students, and adult groups
    - Certified Wilderness First Responder, SOLO - December 2000, November 2002
    - Adventure Coordinator at Pine Springs Camp - Summer 2000
    - Wilderness Staff at Ligonier Camp and Conference Center - Summer 1999 - 2000
    - Facilitator at Messiah College - 1998 – 1999
    - Facilitator at Geneva College - Contract Basis, 1999 – 2004