

**Patrick Maddux**

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**Education**

M.A. Educational Technology, Clarke University, Dubuque, Iowa

B.S. Journalism and Mass Communication, Iowa State University, Ames, Iowa

**Employment History****April 2015 to present**

Assistant Dean to Academic Affairs and Instruction Support

Clarke University, Dubuque, Iowa

As Assistant Dean my eyes have been opened to the complexities of academic administration. My technology background combined with my relative ignorance of dean-level responsibilities has helped me enhance and streamline established processes and procedures. I like to think my strong connections to faculty and a long-demonstrated service-oriented work ethic will someday result in me being an excellent Dean. Until then, I spend my days learning and providing the following services:

- Assist undergraduate and graduate Deans in providing support for students with academic matters
- Work with the Admissions office on matters related to admission decisions; student registration, new student files, advisor assignments, and presentations to new Clarke students and their families
- Manage excused student absences and academic integrity cases
- Compile and publish Dean's list
- Support implementation and development of Starfish Retention Solutions software
- Provide institutional research support for VPAA and academic deans
- Design, develop and deliver online training and orientation materials to support faculty, staff, and student use of instructional technologies
- Support faculty in the production of effective hybrid and online courses and supplemental materials
- Explore new technologies for potential application to instruction
- Conduct seminars, demonstrations, and training workshops on web-based instruction and digital media instructional products and capabilities
- Provide administrative and technical support for academic technology including the Moodle course management system

**2006 to 2015**

Executive Director of Academic Technology

Clarke University, Dubuque, Iowa

As the Executive Director of Academic Technology I planned, developed, and managed academic technology facilities, programs, and services to advance the university's educational objectives. I worked closely with administration, faculty, staff, and students to advance innovative and effective use of technologies for teaching and learning, track developments and trends in the field, and promote an understanding of how they affect curricular and co-curricular programming. I supervised the directors

of the Nicholas J. Schrup Library, Margaret Mann Academic Resource Centers, Audio/Visual Department, Faculty Technology Center, and the Lingen Technology Commons.

In addition, I served as Activities Director for a 2 million dollar Title III Strengthening Institutions grant. Objectives included the successful conversion of the Timesaver Adult Education program from face-to-face to a hybrid delivery model and the on-time and under budget completion of the Lingen Technology Commons, an 8,000 sq. ft. \$750,000 technology-infused collaborative teaching and learning space.

Other responsibilities:

- Directed data gathering and analysis to assess effectiveness of technology resources, staff, and strategies in impacting student learning
- Guided learning management system strategies through numerous upgrades and enhancements
- Developed an annual academic technology plan in line with Clarke's mission and strategic plan
- Coordinated advisory groups to assess and address academic technology needs and priorities
- Guided installation and standardization of technology in all teaching classrooms
- Contributed to the development and implementation of instructional technology policies and procedures
- Guided the development of online support resources and delivery of technology training events

### **2003 to 2006**

Coordinator of Learning Technologies, Director of the Technology Center  
Clarke University, Dubuque, Iowa

As Coordinator of Learning Technologies my responsibilities included systems development and technical support of a Title III Strengthening Institutions grant. Core to my success in this position was providing service-oriented support of faculty in their use of technology to enhance teaching, learning and educational administration. As the Director of the Technology Center I oversaw the only open lab on campus and ensured all faculty, students and staff had access to hardware, software, technical support and skill development training in order to use technology productively.

- Developed, implemented and supported a web-based Assessment Reporting Tool (ART) database to gather classroom data for institutional assessment
- Provided Blackboard Learning Management System administration for all users and worked with faculty to develop web-enhanced, and hybrid course content
- Designed, deployed, and supported an electronic portfolio for formative assessment
- Analyzed space, designed layout, and coordinated purchase and installation of all "Smart Classrooms"
- Researched emerging developments and practices in instructional technologies to guide academic technology strategies
- Designed and delivered student, staff and faculty technology training large-group workshops to enhance the use of word processing, layout and presentation, spreadsheet, and database applications in education.

**2001 to 2003**

Technology Integration Specialist  
Clarke University, Dubuque, Iowa

As the Technology Integration Specialist my responsibilities were focused on supporting the initiatives of the Preparing Tomorrow's Teachers to Use Technology grant by providing the technology support, training and curriculum integration necessary to ensure Clarke students graduated with the knowledge and skills necessary to thrive in a technology-infused working environment.

- Worked with individual faculty and academic departments to determine appropriate instructional goals and objectives
- Designed and delivered individual and large group technology workshops and seminars
- Consult with faculty regarding the acquisition, development, use and evaluation of multimedia educational technology in support of curricular enhancement
- Research emerging developments and practices in instructional technologies to determine best strategies

**1998 to 2001**

Marketing Communications Manager,  
Louisiana-Pacific Building Products, Charlotte, North Carolina

**1996 to 1998**

Marketing Communications Coordinator  
LCI, Charlotte, North Carolina

**Life outside the office**

I've made some good decisions in my career, but the best decision I've ever made was to marry my high school sweetheart, Jennifer. Together, we have three amazing kids, and we love our lives in Dubuque. The Maddux children are all compulsive joiners so my free time is usually spent in a theater, gym, pool, or parking lot (waiting to drop them off or pick them up). When not chasing children, we love working on our crazy, mid-century modern flying saucer fixer upper home/money pit.