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October 2020

Associate Director

David Brodosi
University of South Florida, brodosi@usf.edu

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David W. Brodosi

USF St. Petersburg campus   Phone: 727.873.4126
POY 234   brodosi@usf.edu

DISTANCE LEARNING AND INSTRUCTIONAL MEDIA SERVICES

Organizational /Administrative Oversight – Strategic Problem Solving – Logistics Support

- 20+ Years of technology management experience.
- Institutional Policy development involvement.
- Oversight for multi-million dollar projects and operating budgets.
- Conduct organizational Disaster Management Planning.
- Reviewed and reconciled data to track trends in the utilization of equipment and services.
- Conduct needs analysis and develop departmental budget.
- Developed applications, learning modules, videos, online courses, and websites to support curricular needs.
- Design or redesign of academic programs for effective and competitive delivery in an online format.
- Staff Development Plans / Staff Mentoring
- Construction program development / Project and infrastructure Management.
- Strategic Technology Planning.
- Plan, organize and coordinate process for development of technology-based learning / instructional materials.
- Provide advise, leadership, consultation and training on all dimensions of instructional design/technology projects.

PROFESSIONAL EXPERIENCE

University of South Florida-St. Petersburg, FL   2016-present:
Associate Director Distance Learning and Instructional Media Services

Provide leadership, direction, and oversight for initiating, developing, and implementing initiatives and projects that strategically align with the vision of the institution. Direct and align the administrative support operations of OLITS (including fiscal, human resources, facilities, property) with the strategic direction set by the institution and Board of Directors. Serves as the Accountable Officer and manage the Distance Learning Fund ($1.3 million annually). Responsibilities include forecasting and prioritizing spending amid continually fluctuating funds as well as tracking justification in anticipation of internal and external audits. Responsibility for monitoring the financial stability of the Distance Learning Auxiliary Fund and for developing appropriate business processes to ensure compliance with State and System regulations and guidelines. Accountable for formulating and administering policies and programs that impact all colleges at USFSP. Directs through subordinate Managers the development of campus strategic goals and objectives to achieve accountability and stewardship of university resources in a manner consistent with USF System and SUS wide (BOG) objectives and initiatives. Oversight of five areas; Classroom Technology Services, ID Creation Services, Instructional Design Services, Video Production Services, and Distance Learning Professional Development Services.

University of South Florida-St. Petersburg, FL   2003-2016:
Distance Learning and Instructional Media Services Coordinator

Lead the innovative Distance Learning and Instructional Media Services department, the campus-wide provider of educational technology services and systems. Collaborate with University colleges to develop and implement long-range plans and strategies for distance learning; coordination and development of

distance learning policies and enhanced teaching technology, procedures and standards; provide advice and guidance regarding evaluation and testing of course management and web-integrated multimedia products; initiate, coordinate and manage comprehensive distance learning partnerships and strategic alliances; provide advice and consultation in the areas of video and web-based technologies and their integration with distance learning delivery systems; serve as a liaison with the University System Technology Standard committee; and manage the on-site Distance Learning Team (seven member team). Manage and deliver technology support for classrooms, and audio-visual services, including video conferencing, satellite uplink and download services.

St. Petersburg College -St. Petersburg, FL   1999-2011:
Multijurisdictional Counterdrug Task Force Training

Produced videos, podcasts, and webcasts for counter drug training center. Was a frequent contributor to the award-winning program. Managed and directed a live video recording studio and associated equipment. Trained staff in audio and video production techniques. Worked closely with other Directors/Executive Producers in the creation of videos in all areas of production including pre-production and post-production. Additional responsibilities included DVD creation, web production and management.

University of South Florida   1993-2003:
Senior Audio Visual Specialist

Provide services to a user-base of over 6,500 faculty, students, staff, and research teams for their teaching, collaboration, and learning technology needs. This includes media capture and delivery; classroom design, installations and support; mobile AV and production services for classrooms and special events support; instructional video studio; development and support for virtual learning environments and online learning applications; faculty development support for teaching, learning and technology in both classroom and virtual environments; Act as subject matter expert on a wide variety of educational technology needs.

Publications/Presentations

- "The New Learning Technology Landscape" InfoComm Connections - November 10, 2016 Presenters: David Brodosi, Univ. of South Florida St. Petersburg; Otis Wilder, Univ. of South Florida St. Petersburg   November 2016

- "Technology Access to Distance Learning in Florida Report" Student Services Work Group, December 2016 Online and Innovation Committee, Florida Board of Governors   May 2016

- "Closed Captioning Matters: Enhancing Accessibility for All Students" Quality Matters Instructional Designers Learning Exchange (webinar)   May 2016

- "Closed Captioning Matters: Enhancing Accessibility for All Students" Quality Matters Annual Conference   November 2015

- Published, "*Closed captioning matters: An investigation examining the value of closed captions for all students. Journal of Postsecondary Education and Disability.*" Kmetz, K., Frechette, C., Dukes III, L.L., Emert, N., & Brodosi, D.(in publication).   March 2015

- Presented, *"Gaining Credibility for Your Online Teaching: Attaining Course Certifications."* @ Academy of Business Education 2013 Annual Conference - David Brodosi, Karla Kmetz, Nicole Stowell, Todd Shank   March 2013

Project Management Experience

- Technology Project Lead for Kate Tiedemann College of Business   2014 - 2016
  - Design and bid technology package ($1.3M)
  - Install oversight
- Technology Project Lead for Digital Classroom upgrade   2015 - 2016
  - Design and bid technology package ($200,000)
  - Install oversight
- Technology Project Lead for Multipurpose Student Center (MPSC)   2009 - 2012
  - Design and bid technology package ($480,000)
  - Install oversight
- Technology Project Lead for MPSC Video Wall   January – September 2012
  - Design and bid technology package ($160,000)
  - Install oversight
- Broadcast Studio Digital Upgrade – Nelson Poynter Library   2011 - 2012
  - Design and bid technology package ($180,000)
  - Install oversight
- New State of the Art Collaboration Learn Lab   2010 - 2012
  - Design and bid technology package ($92,000)
  - Install oversight

Committee Experience

- USF System Consolidation Planning Study and Implementation Task Force   2018 - Present
- Student Services Committee, Online and Innovation Committee Florida Board of Governors   2017- Present
- USF University Leadership Council Member   Present
- InfoComm International - Technology Managers Council   Present
- Dean of Library Search Committee   2015-2016
- Campus Emergency Management – Disaster Recovery Team Member, EOC Planning Section Chief   2009 - present
- Quality Matters Program - Institutional Representative   2010 - present
- eLearning Accessibility Committee – Standing Committee Chair   2012 - present
- Learning Management System Committee Member   2011 - present
- Learning Management Migration Committee – Committee Chair   2012-2014
- Vice Chancellor for Academic Affairs Search Committee Member   2008
- Regional Chancellor Search Committee member USFSP   2003

Education

- Associate in Science Degree – Business Management
- Bachelor of Applied Science in Technology Development and Management
- Master of Education in Curriculum and Instruction with concentration in Instructional Technology

Certifications

- Quality Matters - Higher Ed QM Coordinator
- Quality Matter - Peer Reviewer
- National Incident Management System (NIMS) Training
    - ICS-100 Introduction to the Incident Command System
    - ICS-200 ICS for Single Resources and Initial Action Incidents
    - ICS-300 Intermediate ICS for Expanding Incidents
    - ICS-400 Advanced Incident Command System
    - IS-700 An Introduction to the National Incident Management System
    - IS-800 National Response Framework