Wendolyn Vélez-Torres

# Professional Summary

Highly experienced education professional with over 24 years of teaching expertise in K-12 and higher education, specializing in the integration of instructional technology and online learning. Proven leader in conducting professional development programs, instructional coaching, and curriculum design for all learners, including adult students.

# Core Competencies

* **Instructional Leadership & Coaching**: 18+ years of professional development experience collaborating with faculty and administrators to facilitate technology integration.
* **Technology Integration & UDL Implementation**: Proficient in flipped classroom, blended learning, and UDL strategies to enhance student engagement and accessibility.
* **LMS & EdTech Expertise**: Skilled in Blackboard, Canvas, D2L, and Moodle; experienced in developing and delivering online courses for K-12 and adult learners.
* **Emerging Technologies & STEM Initiatives**: Knowledgeable in Web 2.0 tools, social networking, mobile learning, HTML, multimedia technologies, and STEM/STEAM initiatives.
* **Software Proficiency**: Expert in Microsoft Office Suite (Word, Excel, PowerPoint), SharePoint, and iOS platforms.
* **Certifications**: Quality Matters Certified, Blackboard Certified Practitioner, Microsoft Innovative Expert (MIE)

# Education

* 2023 Frostburg State University Frostburg, MD

***Doctorate candidate in EdD program projected date of graduation May 2026***

* 2012 Goucher College Baltimore, MD

***Master of Education: Leader in Educational Technology***

* 2000 Hood College Frederick, MD

***Bachelor of Arts in Special Education***

# Professional Experience

2017-Present Coppin State University Baltimore, MD

***Senior Instructional and Digital Accessibility Specialist/Adjunct Instructor***

* **Research & Emerging Technologies:** Lead the exploration and integration of innovative digital tools, resources, and emerging technologies to align with evolving teaching methodologies, learning frameworks, and institutional strategies.
* **Faculty Technology Proficiency**: Champion faculty development by ensuring proficiency in campus-wide applications and tools for seamless online, hybrid, remote, and in-person teaching and learning environments.
* **Professional Development Leadership**: Design and deliver high-impact professional development programs, including workshops, mentoring sessions, and coaching initiatives, engaging over 150 faculty members annually.
* **Curriculum Innovation**: Collaborate with faculty to enrich curriculum design, embedding instructional technologies that enhance content delivery and foster student engagement.
* **Administrative & Strategic Planning**: Oversee cross-functional teams, consult on technology budgets, supervise training activities, and establish policies to align technology initiatives with institutional learning objectives for students, adult learners, and faculty.
* **Accessibility Leadership**: Develop and deliver training on web accessibility, accessible media, and compliance standards to ensure inclusivity in online and hybrid courses.
* **Technical Assistance & Compliance**: Provide expert support to faculty in the creation and remediation of course materials to meet accessibility standards, ensuring compliance with WCAG and institutional guidelines.
* **Digital Accessibility Audits**: Conduct comprehensive evaluations of websites, applications, documents, and multimedia content to identify and resolve accessibility issues.
* **Accessibility Strategy Development**: Create strategic plans to address accessibility challenges and promote inclusive design practices, collaborating with development teams to implement improvements.
* **Assistive Technologies**: Utilize advanced assistive technologies, including screen readers and voice recognition software, to evaluate accessibility from a user-centric perspective.
* **Advocacy & Awareness**: Promote awareness of accessibility issues, advocating for equitable access and inclusive practices within the institution and broader community.
* **Training & Resource Development**: Produce comprehensive training materials, tip sheets, and support resources to ensure the effective use of instructional technologies.
* **Instructional Expertise**: Teach undergraduate and graduate courses, including Computer Fluency and Introduction to Assistive Technology, fostering both theoretical knowledge and practical application.
* **Event & Conference Planning**: Lead the coordination of major institutional events, including the Annual Technology Conference and Faculty Professional Development Conference, and facilitate innovative programs like the Faculty Innovations Program and Blackboard Design Camp.

2006-2017 Roland Park Country School Baltimore, MD

***Lower School Technology Integration Specialist***

* **Leadership in Technology Initiatives**: Spearheaded the 1:1 iPad Initiative for K-2 students and the 2:1 Laptop Program for 3rd-5th graders, ensuring seamless integration of digital tools to enhance student engagement and learning outcomes.
* **Curriculum Innovation**: Collaborated with faculty to embed instructional technologies into curriculum design, strengthening content delivery and student comprehension.
* **High-Impact Professional Development**: Designed and led professional development programs, including workshops, small-group sessions, and coaching initiatives, serving over 50 faculty members and AIMS member schools.
* **Strategic Administration & Planning**: Managed cross-functional teams, consulted on technology budgets, and supervised training initiatives. Established technology policies and procedures aligned with institutional goals and learning outcomes for K-12 and adult learners.
* **Development of Training Resources**: Created comprehensive training materials, tip sheets, and support aids to promote effective use of instructional technologies across the school.
* **Technology Innovation & Adoption**: Identified, promoted, and implemented emerging technologies to enhance teaching, learning, research, and productivity across the institution.
* **Continuous Improvement & Best Practices**: Stayed ahead of industry trends and best practices in instructional technology to maintain high standards of teaching and learning.
* **Technology Proficiency Development:** Structured technology education programs for students, faculty, and staff, aligning efforts with institutional technology proficiency goals.
* **Software & Hardware Evaluation:** Facilitated staff involvement in evaluating and selecting new software, hardware, and digital tools to support evolving instructional objectives.
* **Lifelong Learning Program Leadership**: Directed 85+ programs through the Kaleidoscope Adult Education Program (2007-2016), fostering a culture of lifelong learning within the school community.

2004-2006 National Children’s Center Washington, DC

***Special Education Teacher***

* **IEP Development & Implementation**: Designed and executed individualized education programs (IEPs) tailored to meet the diverse needs of students with autism, developmental delays, and speech impairments, ensuring measurable progress in academic and social skills.
* **Professional Development for Faculty**: Led targeted professional development workshops for faculty, focusing on behavior management, technology integration, and hands-on instructional strategies to enhance student engagement and classroom effectiveness.
* **Collaborative Multidisciplinary Support**: Partnered with multidisciplinary teams, including speech, occupational, and physical therapists, to create cohesive strategies that support student learning, development, and well-being.
* **Technology-Enhanced Learning Environment**: Developed and implemented a technology-based learning environment that promoted personalized instruction, fostered student engagement, and cultivated critical thinking and problem-solving skills.

# Committees, Speaking Engagements, and Trainings

* **Conferences & Presentations:** Presented at numerous conferences and workshops. Full list of presentations available [**here**](https://docs.google.com/document/d/1v4N4DeWyJZmjfhdfLjcqo17NLEIo7NFp/edit?usp=sharing&ouid=102938897887291579618&rtpof=true&sd=true).
* **Coppin Committee Appointments:**
  + Academic Integrity Committee
  + Adjunct Faculty Planning Committee
  + Middle States Accreditation Standards Sub-Committee
  + IT AI Workgroup (Co-Chair)
* **M.O.S.T State Summit Committee:** Supported state-wide education initiatives through theMaryland Open Source Textbook Initiative (M.O.S.T.).
* **USM Digital Accessibility Working Group** (from the Kirwan Center for Academic Innovation)
* **USM Alternative Credentials Task Force** (from the Kirwan Center for Academic Innovation)
* **OLC Leadership Roles:**
  + Ranger / Conference Road Map Team Member
  + Steering Committee Member for OLC Innovate 2022
  + Director of the Innovation Studio for OLC Innovate 2022, driving innovative teaching spaces and practices.
* **OpenEd21 Conference:** Steering committee member for the [**Open Education Conference (OpenEd21)**](https://openeducationconference.org/), promoting open educational practices.
* **Developmental Disability Administration (DDA) Technology First Task Force:** Advised on technology strategies to enhance services for individuals with disabilities in Maryland.
* **Training Programs Completed:**
  + Educause Digital Learning Leaders Institute
  + Project Design for Instructional Designers
  + Educause Digital Accessibility Program Planning
  + Microsoft AI For Educators
  + Applying & Leading Assessment in Student Affairs(from Student Affairs Assessment Leaders)

# Other Professional Activities

1998-2005 United States Marine Corps Reserve Baltimore, MD

***Legal Administration Chief/ Supply Administration Clerk***

* Led a team of 100+ Marines, providing operational oversight and logistical support and activated during Operation Enduring Freedom. **Awards**: Navy/Marine Corps Achievement Medal, Select Marine Corps Reserve Medals, Armed Forces Reserve Medal with Mobilization, and Honorable Discharge (2005).