

# Tonya-Marie Locke Howe

*Data Analyst, Writer & Researcher, Educational Technologist, Project Manager*

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## OBJECTIVE

Transition from the higher education field to non-profit data analysis and use my diverse skillset for good. Seek work-life balance. *Make things, and help people make things better.*

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## EDUCATION

### MPS - 2022 - MARYLAND INSTITUTE, COLLEGE OF ART, BALTIMORE MD

Master of Professional Studies in Data Analytics and Visualization. *Portfolio at tonyahowe.com*

### PHD - 2005 - UNIVERSITY OF MICHIGAN, ANN ARBOR MI

Literature. Winner, Michael Erik Myatt Dissertation Award in Disability Studies. SGML reviewer, Early English Books Online. Student leader and web designer, Eighteenth-Century Studies Group. *WCBN FM radio show host.*

### BA - 1997 - JAMES MADISON UNIVERSITY, HARRISONBURG VA

Double major, English & Philosophy. Honors Scholar. Pell Grant recipient. Federal work study positions in Library, Art Museum, Dining Hall, English Department. *Graduated Summa Cum Laude with Distinction.*

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## HUMAN SKILLS

- *Written & oral communication*
- Research, print-based & digital
- Analysis & lateral thinking
- Deep digital literacy
- *Organization, data management*
- Data collection, assessment
- *Designing public stories*
- Managing teams
- Learning by observation
- Reading quickly & carefully
- *Summarizing complex material*
- Information-sharing, presentation
- Teaching & mentorship

- XML, SGML, HTML, CSS, Oxygen, FairCopy, Abbyy OCR
- GitHub, AWS
- Video & audio production
- Managing multiple social media platforms
- *Universal design & open licensing*
- Kentico CMS, Canvas CMS, Blackboard, Moodle, Sakai
- Localhost server management
- General database design, eXist-db
- Zotero, Refworks, Endnote
- Omeka, Omeka S
- *RStudio, Tableau, Figma*
- Google Analytics
- Quality Matters Certification
- *Not listed? I might know it. If I don't, I can learn it!*

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## TECHNOLOGICAL SKILLS

- WordPress, BePress
- *Adobe Creative Suite*
- Web-based game design: Twine, Eko Studio
- Google Suite MS Office, OpenOffice (PC/Mac)

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## PROJECTS AND PORTFOLIO

- *Portfolio of Data Analysis, Visualization, Writing* (Tableau, R Studio, Adobe, ArcGIS Online)
- *Literature in Context: An Open Anthology* (XML, XSLT, XQL, CSS, HTML, GitHub, AWS)
- *Student Work shared with permission* (WordPress, Audacity, Soundcloud, Twine, iMovie)

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## EXPERIENCE

### EDITOR & CREATOR - 2005-2021

*Editor.* Digital Humanities section editor for ABO: An Interactive Journal for Women in the Arts, 1660-1830 (peer-reviewed, open access, indexed by MLAIB and DOAJ, ISSN: 2157-7129). Identify, solicit, and shepherd submitted articles through the editorial process to publication, revision, or rejection. Early career manuscript editor for Dr. Amaney Jamal, Princeton University (2005-2009).

*Marketing coordinator and developer.* Develop print, digital, and video advertising materials for over 30 events and university purposes. Set up multiple social media accounts and manage all digital and print messaging for university department (2012-2021).

*Web content manager and designer.* Develop front and back end of website for nonprofit advocacy group Virginia Humanities Conference (2013-2021), including PayPal integration and electronic data collection. Maintain and develop department websites using Kentico and WordPress (2008-2021). Liaise with XQL, XLST, and Javascript developer on federal grant project, communicating between academics, students, and technologists. Help design and implement recommendations (2017-2020).

*Co-producer and dramaturg, How to Give Birth to a Rabbit: The Musical (2016 Capital Fringe Festival).*

### EDUCATOR - MARYMOUNT UNIVERSITY, ARLINGTON VA - 2006-2021

Design, implement, and assess courses and projects in college-level writing, research, and textual analysis (face-to-face, hybrid, synchronous and asynchronous). Create innovative assignments discouraging plagiarism and encouraging experimentation and professional development. Map assignment goals onto course outcomes to ensure student metacognition. Attend and share knowledge with colleagues from teaching seminars, digital humanities seminars, and other professional outlets. Present technological innovations to peers and colleagues. Regularly revise syllabi with for current content and pedagogical best practices. Manage student concerns, direct student success toward graduation, evaluate and mentor written and digital work both individually and in large and small groups. Mentor senior Internships. Develop and lead international Spring Break co-curricular trips. Instructor of record for over 15 different course subjects, including 6 different online courses. *Winner, 2019 Virginia Foundation for Independent Colleges H. Hiler Harris III Excellence in Instructional Technology award.*

### RESEARCHER & WRITER - 2006-2021

Maintain an active scholarly and public research agenda in the scholarship of teaching and learning, digital humanities, the long eighteenth century, film studies. Developed special experience in XML database design and reviewing scholarly database applications. Collaborated cross-institutionally to prepare, submit, implement, and manage a \$73k federal grant, resulting in proof-of-concept classroom-sourced open-access digital anthology Literature in Context. Most recent publication: "Non-Fatal Inquiry: Love in Excess, Print, and the Internet Age," published in Approaches to Teaching Eliza Haywood, ed. by Tiffany Potter (2020, MLA); sample public essay, "Open Anthologies and the Eighteenth-Century Reader" (2016, Eighteenth-Century Common); sample edTech blog series, "Optimal Canvas Setup" (2021). *Record of local, regional, national, and international professional presentation and edTech workshop leadership; record of web and print publication; history of successful internal and external organization grant funding.*

### TEAM LEADER - 2018-2020

As chair of the Department of Literature and Languages at Marymount University: Led a team of 12 full-time and 7+ part-time faculty. Schedule and staff 100+ classes per year. Supported faculty research, professional development, and grant-seeking activities. Called and led monthly department meetings. Ensured completion of academic degree requirements for students. Conducted annual assessment of student learning and program outcomes, revising the curriculum in data-driven ways. Worked with colleagues to search for and hire new full-time and part-time faculty. Mentored new faculty, evaluate annual self-assessments, monitor student evaluations. Oversaw 7-year program review. Edited and updated catalog and official website annually. Organized and advertised events, developed outreach for enrollment and profile-building, manage alumni contact lists. Created partnerships with Arlington Independent Media, local high schools, and 1455 Lit Arts. Managed multiple social media accounts, online newsletter, and all program advertising. Hired, mentored, supervised, and evaluated federal work-study students and graduate student research assistants. Represented our programs at regular Admissions events. Liaised regularly with Dean and participated fully in the governance structure of the institution. *Created a new degree program in Digital Writing and Narrative Design. Directed the Graduate Program in English and Humanities (2011-2014), and reoriented the program to create an identity around public humanities.*

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PORTFOLIO AVAILABLE AT TONYAHOWE.COM