

MICHAEL EARL AKARD
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Professional Experience

2000-present Computer Laboratory Instructor/Coordinator, Modesto Junior College,
Modesto, California

As Computer Laboratory Instructor/Coordinator, I am the instructor of record for the MJC Library's FTES-generating computer labs, where I provide faculty-level supervision.

Responsibilities:

- Supervise and instruct students in the open computer labs in cooperation with faculty across the curriculum
- Assist the Lab Technician and Lab Aides in helping students with basic computer functions
- Promote and support online education

Accomplishments:

- Participated as a panel member in "Our Response to Terrorism: A Teach-In"
- Organized the free Community Education Class, "Introduction to the Muslim World"
- Created and taught the first hybrid section of SPCOM 102
- Served on Ethnic Studies Certificate Committee
- Proposed a Senate resolution promoting support for the Library (subsequently passed)
- Authored a Senate resolution to strengthen the position of the Virtual Classroom Committee (subsequently passed)
- Led WebCT Orientations for online students
- Co-taught the Online Academy for new online instructors
- Created the class LR 140: "Introduction to Online Learning"
- Organized and taught in the Transfer Learning Community, "Exploring Global Cultures"
- Researched, wrote, and distributed the report, "A Study of Print Management Systems"
- Created and taught the Community Education Class, "Fencing for Fun and Health"

1998-2000 Language Instructor, Military Language Institute, Abu Dhabi, United Arab
Emirates

The Military Language Institute was located on Al-Nahayyan Military Base in Abu Dhabi, capital of the Arabian Gulf country of The United Arab Emirates. As a Language Instructor, I taught English as a Second Language to UAE military personnel as part of a 3-person teaching team. The institute emphasized the use of computers and educational technology within a fully networked environment.

Responsibilities:

- Work with a team to coordinate teaching responsibilities
- Cooperate with UAE military administration
- Demonstrate cultural sensitivity to students
- Observe the dress code and behavioral norms established by the institute

- Develop a webpage for use within the local Intranet
- Provide additional tutoring for officers
- Assist in organizing the first open Teacher-to-Teacher Conference

Accomplishments:

- Effectively used PowerPoint as an instructional tool
- Created an “Abu Dhabi Cafes” Internet page
- Let an Arabic language study group
- Presented papers at several professional conferences
- Pilot-taught the new MLI curriculum
- Served on the Administration Committee

1995-1998 English as a Second Language Instructor, Modesto Junior College

As an adjunct instructor, I taught all levels of credit and non-credit ESL. I also taught Basic Skills and Speech Communication.

Responsibilities:

- Teach credit and non-credit ESL classes to immigrant and international students
- Teach developmental English (English 49) to CASS students
- Teach Basic Voice Improvement (SPCOM 101)
- Participate in Department meetings

Accomplishments:

- Co-taught a Citizenship Preparation course
- Taught the Community Education course, “Arabic Language Through Literature”

1992-1995 Language Teacher, Kuwait University, Kuwait

Kuwait University is a co-educational institution located in Kuwait City, capital of the Arabian Gulf country of Kuwait. As a Language Teacher in the College of Science, my charge was to prepare entry-level students for success in mainstream English-medium Science classes.

Responsibilities:

- Meet with Level Coordinators for periodic norming sessions
- Teach English as a Foreign Language and English for Specific Purposes, with primary emphasis on literacy skills
- Demonstrate cultural sensitivity in a conservative Islamic society
- Prepare Graduate Students for continuing study in the US or UK

Accomplishments:

- Co-organized an intensive course in Kuwaiti Arabic (for expatriate residents)
- Starred in the Kuwait TV docudrama, “Discovering Islam II”
- Ranked in the top 95% of university instructors for teaching method, course knowledge, and evaluation system

1990-1992 Language Lab Supervisor and ESL Instructor, Modesto Junior College

As the first full-time Language Lab Supervisor, I organized the lab into a user-friendly environment. As an ESL Instructor, I taught various levels of credit and non-credit ESL.

Responsibilities:

- Coordinate use of audio-visual material within the Literature and Language Arts Division
- Provide training in the use of Sony Language Lab equipment
- Train and supervise work-study students
- Teach beginning and intermediate ESL

Accomplishments:

- Served on the Celebration of the Humanities Committee
- Created an efficient system for charging out audio-visual material

1988-1990 ESL Instructor, American English Institute, CSU Fresno

The AEI is an intensive ESL institute located on the campus of the California State University at Fresno. As an instructor, I taught in a supervised, intensive ESL program designed to prepare international students for university success.

Responsibilities:

- Teach intermediate and advanced courses in reading, writing, listening/speaking, and TOEFL preparation
- Arrange for a Master Teacher to observe my classroom techniques
- Meet periodically with my Master Teacher to discuss areas for improvement
- Participate in monthly teacher meetings
- Prepare lessons to be included in the communal Lesson Plan Binder

Education

- Certificate in Community College Leadership from the California State University at Stanislaus, May 2004.
- Certificate in Online Teaching from the University of California at Los Angeles, April 2003.
- Master of Arts Degree in Linguistics/TESL from the California State University at Fresno May 1990.
- Bachelor of Arts Degree in Music Education from the California State University at Fresno, August 1986.
- Associate of Arts Degree from Modesto Junior College, June 1983.

Selected Professional Activities

Membership in the Association for Educational Communications and Technology and the American Communication Association

Selected College Activities

- College Council representative, 2004-present
- Virtual Classroom Committee member, 2001-present
- Curriculum Committee representative, 2003-2005
- Faculty advisor for student club, 2002-2003
- Chair, Calendar Review Committee, 2003-2004
- Academic Senate representative, 2002-2003

Selected Workshop/Convention Presentations

- Conference Presentation, "The Internet As Testing Tool: Practical Considerations." TESOL Arabia/Current Trends in English Language Testing 2000, May 10-11, 2000
- Conference Presentation, "In the Blink of an Eye: Adding Interest to Your Homepage with META-Tags." Teacher-to-Teacher Conference, Military Language Institute, UAE, May 3-4, 2000.
- Conference Presentation, "Language Teacher's Introduction to HTML." TESOL Arabia 2000, United Arab Emirates University, Al-Ain, UAE, April 12-14, 2000.
- Faculty Seminar, "Technology in Education: A Case Study." Modesto Junior College, Modesto, California, August 20, 1999.
- Teacher Training Presentation, "The Binary System of English Articles." Turlock Adult School, Fall 1997.
- Faculty Lecture, "Living and Working in Kuwait." Modesto Junior College, Spring 1996.

Publications

- Book Review on *The Spell of Language: Poststructuralism and Speculation* by Thomas G. Pavel. *American Communication Journal* Vol 6, Issue 1, Fall 2002.
- "Innovation in Education: Speech Classes Online," *FACCCTS: Journal of the Faculty Association of California Community Colleges* Vol 8, Number 4, June 2002.