

## **Employed St. Paul Public Schools, February 1, 1988 to Present.**

During the past 22 years, I have maintained, managed, and developed a variety of media systems and equipment at the school district. These are detailed below.

### *Audio-visual equipment repair and system maintenance.*

From 1988–2006, I ran a district-wide shop responsible for repairing all types of audio and video equipment found in a K–12 setting. When I started at the school system, my position had been unfilled for nearly a year, so there was little existing structure in place. I created a shop nearly from scratch and I setup a framework under which I was able, as just a single individual, to provide a high level of repair service to over 80 buildings located throughout St. Paul.

In addition to equipment repair, I was responsible for maintaining auditorium, gym, cafeteria, and pool sound systems across the district. I also maintained the district's closed-circuit television systems, which were used for telephone-controlled media retrieval systems, cable TV distribution, and two-way video. I also assisted many schools in using this technology to set up live student-run morning news programs.

### *Modern media presentation systems.*

During the past five years, as an explosive variety of new types of presentation systems have matured, I have used my deep experience with media in an educational setting to help administrators determine what systems are best-suited to the needs and constraints of the school system. Many classrooms in the district now have ceiling-mounted data projectors, interactive white boards, and voice reinforcement systems, and I have helped facilitate this in numerous ways.

Perhaps most significantly, in 200\*–200\*, I played an instrumental role planning the technology systems for a remodel of the Washington Middle School, which transformed a one-hundred year old building into a technology-rich school. For example, I introduced the idea of a wall-mounted media cabinet in each classroom that would house a push button projector control panel, a VCR/DVD combo player connected to the CCTV system, and a sound system. I also introduced the idea of putting the entire system on the school district's network so the projectors could be monitored and managed remotely. After the remodel was complete, I set up A/V system integration software from Extron to facilitate the use and management of these systems, and I trained school staff how to use the software. The system developed at Washington Middle School has become a prototype for new systems installed elsewhere in the school system: to date, nearly 400 classrooms use some variation of the Washington Middle School model. I provide training and repair support on all these systems.

I also manage all of the school district's digital signage systems. We use a local product from Tight Rope Media Systems called Carousel.

### *Video conferencing and streaming.*

I have worked closely with managers and network staff to introduce video streaming into the schools. We now stream school board meetings and other events in QuickTime and Windows Media Player formats. I support these systems and train staff how to use them. We have also done some podcasting, and I manage that server. I also manage a Media Site system used to create training videos that can be watched online on demand.

I have also introduced video conferencing to our schools as a form of distance learning. We use portable Polycom systems and I provide onsite support for this. For example, we have taken our students on virtual field trips to the Great Barrier Reef aquarium in Australia and surgery centers in Boston where they interacted with surgeons doing knee replacements, to learning how to dance taught by dance teachers at the Schubert Theater in Minneapolis, all without leaving the school building. A very exciting project I facilitated several years ago involved working with NASA to bring two of our elementary schools into an interactive meeting with the astronauts passing overhead in the international space station. This was a huge undertaking which required tight coordination with NASA and was covered by all the local media.

*Computing support.*

I provided general computing support at Horace Mann Elementary School one day a week for two years, and I have spent the second half of the current school year providing computing support at Ramsey Jr. High School. In this context, I have managed and supported local client and enterprise software, hardware and software in classrooms and labs, network-based systems, printers, and school servers. I have extensive experience with both Windows and Macintosh operating systems. I also provided district-wide laser printer repair support for a number of years.

**Employed half time, St. Catherine University, March 2000 to Present.**

When I began my career at St. Catherine, I provided onsite technical support for 3–4 distance learning classes each week. These classes were held at Dominican University and transmitted to our Library Science graduate program via video conferencing. After the Coeur de Catherine was built, the room and equipment changed, but I continued to provide support needed to continue the classes using modern video conferencing equipment.

I am responsible for the repair and maintenance of all types of audio and video equipment found across the university, including auditorium sound systems, teaching stations, media cabinets, overhead projectors, data projectors, video cameras, televisions, and sound equipment. I also provide support for this equipment: for example, I have made numerous emergency classroom visits to help faculty and students get equipment to work, or to show them how to connect their personal laptops to the presentation systems. Similarly, I have assisted many students and staff learn how to use basic video editing software to create projects.

Finally, I have worked closely with the current Media Services Director, John Lange, in researching new technologies and making new equipment purchase recommendations.

In addition to the above ongoing responsibilities, some recent accomplishments include:

- (a) I developed an easy-to-use system for ASL and Interpreting students to record video of themselves in a format that can be uploaded to Blackboard or taken on a flash drive.
- (b) I devised a way to broadcast commencement exercises from The O'Shaughnessy Auditorium to any television on campus. This has allowed us to easily provide multiple venues for overflow seating.
- (c) I created a complete and searchable inventory system using File Maker Pro software. This inventory contains purchase dates, locations on campus, and a repair history.

## Cover Letter

The college has gone through tremendous changes in the ten years I have been here. We have become a University! We have built new buildings and remodeled most of the classrooms. We have gone from having almost no technology in the classrooms to having sophisticated presentation systems in the majority of them. During this period of change, I have worked closely with John Lange to research, plan, and implement new media technologies and services. Our constant goal has been to find ways to improve our media service across campus and to keep our media equipment modern and in excellent working order. My vision for the position is to continue the excellent dedication that John Lange has for St. Kate's and to continue making improvements. Technology never stands still.

I believe I am uniquely qualified for the position. I have worked more than twenty-two years in education, and nearly ten years at St. Kate's. As a result, I have a deep experience and knowledge of how faculty, staff, and students use media equipment in an academic setting. I am completely comfortable and expert at how the wide variety of media equipment connects together, is used, and can be put on the network for support and management purposes. I am acquainted with many of the audio-visual suppliers in the Twin Cities area and have worked with all the major ones. I understand the repair process, having been a repair tech myself and having owned my own business for about seven years. I also have extensive experience setting up and using video conferencing equipment for distance learning. I can operate any piece of audio and video equipment, and I am comfortable working in any computer operating system environment.

I have substantial experience training faculty and staff to use software: I have taught many equipment and software training classes, and I have provided individual one-on-one training countless times. I have patience with non-technical users and understand their fears of technology.

Although I do not have extensive management experience in the workplace, I have managed groups of volunteers in my church for many years. For example, I currently manage a small group of volunteers to operate a presentation system I set up in my church's sanctuary, and I managed a group of ushers for over a decade. I am excited for the opportunity that the Media Services Director position offers to further develop my leadership skills.

In the future, I look forward to training student workers to do more than we currently ask of them. For example, I believe it makes sense to train student workers to do most of the academic videotaping of student projects, and to take over the CD and DVD duplication that I currently do. I look forward to working with the IT department to put all our data projectors on the network in order to improve asset management. I also look forward to working with the Instructional Technologies group to help make their ideas reality in the classroom, and to provide assistance with technology for the development of online classes.

I love working at St. Kate's and I would bring dedication, proven ability, and nearly a quarter century's experience to the position. I sincerely hope you consider me.

Rodney Fillmore