

Joshua Parkinson

Fort Plain, NY 13339 · (518) 768-1126 · josh@joshuaparkinson.me · joshuaparkinson.me

Instructional Design · Digital Accessibility & Compliance · AI Enablement · Learning & Development · Program Management

PROFESSIONAL SUMMARY

Higher-education leader with 17+ years of professional experience spanning instructional design, digital accessibility compliance, AI-powered educational innovation, and behavioral-health prevention programming. Proven track record orchestrating large-scale LMS transitions, leading WCAG 2.1/2.2 compliance ahead of the 2027 federal accessibility deadlines, and authoring college-wide AI ethics and digital assessment policies. Designed data-backed student-success interventions achieving an 88% improvement rate moving students off negative academic standing. Combines deep regulatory governance fluency (DOJ accessibility mandates, FERPA, NY SHIELD Act, Middle States Standard IV) with hands-on AI-augmented development of a game-based learning platform grounded in Bloom's Taxonomy, Flow Theory, and Self-Determination Theory. Earlier career as a credentialed substance-abuse prevention specialist (CASAC-T), domestic violence advocate, and trained mediator.

CORE COMPETENCIES

Institutional Leadership	Middle States Accreditation (Standard IV) · Accessibility Committee Co-Chair · Compliance Designee · College-wide AI Lead
Instructional Design	Pedagogy & Curriculum Development · OSCQR Quality Assurance · Universal Design for Learning · ADDIE · Bloom's Taxonomy
Systems Administration	D2L Brightspace · Blackboard · Starfish · Banner · Deque University · DegreeWorks
Regulatory Governance	ADA / Section 508 · WCAG 2.1/2.2 · FERPA · NY SHIELD Act · DOJ Digital Accessibility Mandates · Mandated Reporter
Research & Evaluation	Program Evaluation · Logic Model Development · Survey & Observational Design · Impact Metrics · Retention Analytics · Grant Reporting
AI & Technical Innovation	AI-Augmented Development · LLM Prompt Engineering · AI Literacy Strategy · Game-Based Learning Platforms · AI Ethics Policy
Faculty Development	Change Management · Large-Scale Training Deployment · LMS Migrations
Behavioral Health & Prevention	CASAC-T · Substance & Problem Gambling Prevention · Crisis Intervention · Domestic Violence Advocacy · Mediation
Data & Web Fundamentals	Relational Database Architecture (Airtable, Notion) · Multi-Source Data Integration · HTML · CSS · JavaScript · jQuery

PROFESSIONAL EXPERIENCE

Director of Instructional Design

May 2020 – Present

Herkimer County Community College, Herkimer NY

- **Accessibility Strategy & Governance:** Co-Chair the college-wide Accessibility Committee; architecting the roadmap for institutional WCAG 2.1/2.2 compliance ahead of the 2027 federal deadlines (ADA Title II: April 26, 2027; HHS Section 504: May 11, 2027). Leading a comprehensive audit spanning 100+ courses, 20,000+ pages, and 500+ PDF documents.
- **Accreditation Leadership:** Key member of the Middle States Working Committee (Standard IV: Design and Delivery of the Student Learning Experience).
- **Institutional Compliance Designee:** Official college designee for written affirmation of defenses under DOJ and SUNY digital accessibility mandates.
- **AI Strategy & Policy:** Authored college-wide AI ethics and digital assessment policies; campus lead on AI integration since the release of ChatGPT, guiding strategy on academic integrity and pedagogical innovation.
- **Student Success Interventions:** Designed three structured Success Plans for students on negative academic standing; coordinated multi-office interventions and tracked outcomes longitudinally — **88% success rate** moving students to improved academic placement.
- **LMS System Administration:** Managed the full-scale technical and pedagogical migration from Blackboard to D2L Brightspace, supporting 100+ faculty.
- **Enterprise Training Administration:** Institutional Administrator for Deque University; selected accessibility curricula for mass deployment to all teaching faculty and staff.
- **Quality Assurance:** Conduct semesterly OSCQR evaluations across course sections, generating data on accessibility, instructional design, and engagement.
- **AI Course Development:** Leading end-to-end design of an asynchronous Introduction to AI course covering practical LLM application, AI ethics, and academic productivity.
- **Grant Reporting:** Contributed to multiple grant deliverables; independently applied for an AI foundation grant to advance campus AI literacy.

Founder & Lead Developer

2024 – Present (Remote)

gamED (joshuaparkinson.me) — game-based learning platform

- Building a game-based learning platform using AI-augmented development to bridge the AI literacy gap in K-12 and higher education.
- Platform architecture grounded in Bloom's Taxonomy, Flow Theory, and Self-Determination Theory.
- Developed relational databases to track student progress and content efficacy; integrated AI-powered document ingestion for automatic question generation and adaptive learning pathways.

Starfish Manager & Academic Advisor

Nov 2015 – May 2020

Herkimer County Community College, Herkimer NY

- **System Administration & Data Integration:** Managed back-end operations, user permissions, and data integration between Starfish and Banner to drive student success initiatives.
- **Impact Analytics:** Used platform analytics to identify at-risk cohorts; developed the evaluation frameworks and Success Plans that produced the 88% improvement rate.
- **Cross-Departmental Collaboration:** Coordinated multiple student service offices to design intervention touchpoints.

Adjunct Instructor

Jan 2012 – Present

Herkimer County Community College, Herkimer NY

- Teaches Introduction to Technical Writing, First-Year Seminar (4+ sections per term since 2015), Wellness, and Chemical Dependency.
- Teaches a specialized Wellness course within a prison program — promoting physical and mental well-being for incarcerated individuals.

Substance Abuse & Problem Gambling Prevention Specialist

Jan 2009 – Nov 2015

Herkimer County Catholic Charities, Ilion NY (assigned to HCCC campus)

- **Co-Chair, County Alcohol and Other Drugs Board** — addressed substance abuse trends and developed prevention programming for the county.
- Designed and facilitated multi-tier student intervention programs (First Offense / SAAP; Second Offense / "Intervene") using change theory, motivational enhancement, and CBT.
- Built and ran a "Drugs 101" prevention-education lecture circuit; guest-lectured in accredited substance abuse, human development, psychology, and criminal justice courses.
- Maintained the Problem Gambling Program budget; procured curricula; delivered community education across Herkimer County; participated in a statewide provider coalition.
- Produced prevention PSAs and media with the college's Radio/TV Department; appeared on regional media discussing substance abuse and problem gambling.
- Provided substance, alcohol, and violence education to K-8 students as a secondary duty.

Domestic Violence Advocate & Dispute Resolution Coordinator

Jan 2008 – Dec 2008

Herkimer County Catholic Charities, Ilion NY

- Crisis intervention, safety planning, case management, and Family Court advocacy; 24/7 on-call crisis response; monthly reporting to the NYS Crime Victims Board.
- Community dispute-resolution coordinator: case intake, co-mediation of disputes (Basic Mediation trained), and facilitation of the TREATY curriculum.
- Facilitated structured, impartial mediation conversations with a 90% successful agreement rate.

LEADERSHIP & SERVICE

- **Board Member, Catholic Charities of Herkimer County** — Jan 2016 – Present (board member since approximately 2016; program staff 2008–2015).

EDUCATION

Master of Science, Information Design and Technology — SUNY Polytechnic Institute, Utica NY (2018). Thesis: *Game Based Learning in Hybrid/Online Instruction*.

Bachelor of Science, Community and Human Services (Computer Science concentration) — SUNY Empire State College (2011)

Associate of Science, Human Services — SUNY Empire State College (2009)

CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

Higher Ed / Instructional Design

- D2L Brightspace & Blackboard — Expert-Level Administration
- Deque University — Institutional Lead for Accessibility Training Deployment
- Google AI in Education Certification · SUNY OSCQR Standards Training

Behavioral Health / Prevention

- CASAC-T — Certified Alcoholism and Substance Abuse Counselor, Trainee (NY State, 2013)
- Mental Health First Aid · Mandated Reporter · Workplace Violence Training
- Basic Mediation Training · TREATY Curriculum (facilitator-trained) · CADCA Convention (2015)

Technical (self-taught)

- HTML & CSS, JavaScript, and jQuery fundamentals; current work in AI-augmented development via the GamED platform (2024–present)

References and detailed project documentation available on request · Portfolio at joshuaparkinson.me