Betty M. Elder

1001 Leadership Place
Killeen, TX. 76549

EDUCATION

TARLETON STATE UNIVERSITY-Central Texas, Killeen, TX
Masters of Science – Management Information Systems
Graduation: December 2002
Honors: Summa Cum Laude

TARLETON STATE UNIVERSITY-Central Texas, Killeen, TX
Bachelor of Science - Computer Science
Graduation: May 2001

CENTRAL TEXAS COLLEGE, Killeen, TX
Associates of General Studies
Graduation: December 2000

COMMUNITY COLLEGE OF THE AIR FORCE, Maxwell AFB, AL
Associates of Science – Electronics Systems Technology
Graduation: August 1992

PROFESSIONAL EXPERIENCE

ADJUNCT INSTRUCTOR

8/10-Present   Texas A&M University Central Texas, Killeen, TX

- Prepared Course Syllabi, Developed Objectives, supplemental information, and Instructed Computer Information Systems (CIS) Courses:
    - CISK 300. Computer Tech and Impact
    - CISK 301. Bus Analysis Using Spreadsheets
    - CISK 303. Programming Logic and Design
    - CISK 315. Web Site Develop and Design
    - CISK 330. C++ Programming
    - CISK 332. Java Programming
    - CISK 340. Advance C++ Programing
    - CISK 342. Advance Java Programing
    - CISK 346. PC Technology
    - CISK 347. Data Communications
    - CISK 348. Network Architecture Design
    - CISK 389. System Analysis and Design
    - CISK 476. Network Administration
    - CISK 478. Comprehensive Networking

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ADJUNCT INSTRUCTOR

1/08 – 8/10   Tarleton State University-Central Texas, Killeen, TX
- Prepared Course Syllabi, Developed Objectives, and Instructed Computer Information Systems (CIS) Courses
    - CIS 3013 Microcomputer Applications in Accounting and Finance
    - CIS 3153 Web Site Development and Design
    - CIS 3303 C++ Programming
    - CIS 3513 Data Structures
    - CIS 4473 Advanced Database Systems
    - CIS 4763 Network Administration
    - CIS 4783 Comprehensive Networking

ADJUNCT INSTRUCTOR

1/03 – 5/05   Tarleton State University-Central Texas, Killeen, TX
- Prepared Course Syllabi, Developed Objectives, and Instructed Computer Information Systems (CIS) Courses
    - CIS 3013 Microcomputer Applications in Accounting and Finance
    - CIS 3153 Web Site Development and Design
    - CIS 3303 C++ Programming
    - CIS 4473 Advanced Database Systems
    - CIS 4763 Network Administration
    - CIS 4783 Comprehensive Networking

GRADUATE ASSISTANT

9/01 - 1/03   Tarleton State University-Central Texas, Killeen, TX
- Assisted Instructors and tutored CIS students
- Administered the Microsoft Academic Alliance Program

STUDENT LAB TECHNICIAN

1/00 – 5/01   Tarleton State University-Central Texas, Killeen, TX
- Assisted students and Tarleton staff with computer projects
- Helped maintain over 100 computers on local area network (LAN)
- Controlled usage of audio visual and computer equipment

MAINTENANCE SUPERINTENDENT

8/92 - 12/99   United States Air Force, Fort Hood Texas
- Performed site surveys and coordinated the installation of an automated command and control communications facility on over 20 occasions
- Planned and installed secure Internet Information Server 4.0 web site
- Managed Logistics Branch correspondence and documentation
- Supervised activities of eight first line supervisors
- Advised Commander and Director of Logistics on technical issues

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SUPERVISOR OF RADIO MAINTENANCE

11/88 - 8/92   United States Air Force, Galena AB, AK and Robins AFB, GA

- Supervised maintenance and operation of Air Traffic Control, broadcast, and command and control communications radio systems
- Trained radio personnel on Motorola Satellite Communications System
- Tracked communication circuit conditions and took action as required
- Supervised 20 Ground Radio Communications Equipment Repairmen

SPECIAL MAINTENANCE TEAM TECHNICIAN

04/83 - 11/86   United States Air Force, Clark AB, Republic of the Philippines

- Developed course training materials for deployment of new computer controlled digital communications network
- Wrote reports to keep Pacific Air Command up to date on communications availability in the Pacific Rim
- Provided technical training to maintenance technicians at five locations on new presidential communications system
- Restored communications systems at five locations in the Pacific Rim

RADIO MAINTENANCE TRAINING INSTUCTOR

01/81-04/82   United States Air Force, Keesler AFB, MS

- Developed course materials for new communications systems
- Instructed classes on functional operation and maintenance of radio systems to USAF and foreign military personnel

PROFESSIONAL AFFILIATIONS AND HONORS SOCIETIES

Air Force Sergeants Association
DELTA MU DELTA
ALPHA CHI

PROFESSIONAL ACTIVITIES

Unit Type Code Working Group
Headquarters Air Combat Command
Member May 1997 & May1999

Computer Resource Working Group
712th Air Support Operating Squadron
Facilitator for First Ever
July 97

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EDITORIAL ACTIVITES

Unit Strategic Plan
712th Air Support Operating Squadron
Contributing Editor
02/1997 – 02/1999

Unit Computer Plan
712th Air Support Operating Squadron
Contributing Editor
July 97

PAPERS PRESENTED

Base Land Mobile Radio Master Plan
Galena Airport, Alaska
Created and Presented to Base Leadership
02/1992

CERTIFICATIONS

Secret Security Clearance

Microsoft Certified Professional
- Network Essentials
- Windows 98
- Windows NT
- Internet Information Server 4.0

Air Force Certified
- Communications Maintenance Craftsman
- Technical Training Instructor
- Narrowband test and evaluator
- On-Job-Training Trainer Certifier