

Kevin I Dyke

Education:

Georgia State University Doctorate in Mathematics Education	Degree Pending
State University of New York at Buffalo Master in Mathematics Education	Degree Granted 1992
State University of New York College at Buffalo Bachelor of science in Mathematics	Degree Granted 1990

Educational Work Experience:

Mathematics Instructor

University of West Georgia 1601 Maple Street, Carrollton, Georgia 30118	8/2005 - present
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Instructor: Teaching various mathematics and mathematics education courses. Teaching responsibilities included all aspects of classroom management: making lesson plans, homework assignments, quizzes, tests and evaluating the students' performance.

Mathematics Lab Coordinator / Instructor

Kennesaw State University 1000 Chastain Road, Kennesaw, Georgia 30144	9/2003 - 8/2005
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Mathematics Lab Coordinator: Responsibilities included supervising tutors and maintaining a center budget. Administration duties include proctoring computerized examinations, giving graphing calculator and math anxiety workshops and giving support to the students in their mathematics studies. Students received help in classes from developmental mathematics to calculus and statistics.

Instructor: Teaching a college level algebra course. Teaching responsibilities included all aspects of classroom management: making lesson plans, homework assignments, quizzes, tests and evaluating the students' performance.

Director:

Sylvan Learning Systems 1001 Fleet St, Baltimore, Maryland 21202	12/94 - 10/95
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Responsibilities include management of two learning centers: Maintaining a quality education program; testing participants, forming personalized education programs, teaching, supervising instructors and developing new education programs; and Administration of the business aspects of the centers; billing, keeping attendance records, scheduling and ordering supplies.

Educational Specialist / Instructor

Clayton State College

5/94 - 12/94

5900 North Lee Street, Morrow, Georgia 30260

Education Specialist: Responsibilities included administering placement examinations, and giving support to the students in their mathematics studies. Students received help in classes from developmental mathematics to calculus and statistics.

Instructor: Teaching a college level algebra course. Teaching responsibilities included all aspects of classroom management: making lesson plans, homework assignments, quizzes, tests and evaluating the students' performance.

Graduate Assistantship

Thomas Edwards Learning Center

8/91 - 6/92

364 Baldy Hall, State University of New York at Buffalo, Amherst, New York 14260

Responsibilities included teaching three university developmental mathematics courses over the period of one year, and tutoring in the centers' free learning lab. Teaching responsibilities included all aspects of classroom management: making lesson plans, homework assignments, quizzes tests and evaluating the students' performance.

Courses Taught:

Math 1111 College Algebra: (UWG) This course is a functional approach to algebra that incorporates the use of appropriate technology. Emphasis will be placed on the study of functions, and their graphs, inequalities, and linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions. Appropriate applications will be included.

Math 1112 trigonometry and Analytical Geometry: (UWG) This course is designed to prepare students for calculus, physics, and related technical subjects. Topics include an intensive study of algebraic and transcendental functions accompanied by analytic geometry.

Math 1413 Survey of Calculus: (UWG) This course is a survey of the differential and integral calculus of polynomial, rational, exponential and logarithmic functions is given. Detailed applications to problems and concepts from business, economics and life science are covered.

Math 2008 Foundations of Number Systems: (UWG) Strengthens understanding of structures, sequential development, properties, operations, and ordering in the following systems: whole numbers, integers, and rational numbers; elementary number theory; and problem-solving. This course is meant for elementary education majors.

Math 3803 Algebra for P-8 Teachers I: (UWG) Special emphasis for teachers of grades P-8. Broadens understanding of the fundamental concepts of algebra with particular attention to specific methods and materials of instruction.

Math 4713 Statistics and Probability for P-8 Teachers I: (UWG) Special emphasis for teachers of grades P-8. Broadens understanding of the fundamental concepts of data analysis, statistics and probability with particular attention to specific methods and materials of instruction.

Math 098 Elementary Algebra: (UAB) Beginning algebra class with topics that includes the real number system, simplifying algebraic expressions, two dimensional linear functions, inequalities, solving systems of equations and problem solving.

Math 099 Intermediate Algebra: (UAB) Intermediate algebra class with topics that includes exponents, polynomials, graphing, factoring, solving quadratic rational and radical equations and problem solving.

Math 110 College Algebra: (CSU) College algebra class with topics that includes exponents, polynomials, graphing, factoring, solving exponential, logarithmic, quadratic rational and radical equations and problem solving.

Math 097 Elementary Algebra: (KSU) Beginning algebra class with topics that includes the real number system, simplifying algebraic expressions, two dimensional linear functions, inequalities, solving systems of equations and problem solving.

Educational Service:

Presented at Georgia Tutoring Association: Presented the seminar “What Not To Do While Tutoring” An interactive presentation outlining bad situations that can occur while tutoring. Situations that include taking too much control of solving the problem at hand, patronizing the student and making the student feel incompetent.

Other Experience:

Bank of America

6/98 - 6/2002

715 Peachtree Street, Atlanta, Georgia 30309

System Analyst: Responsibilities include support of Internal Web based software with 500 users in various sites nationwide. Developmental duties include: Creating design documents for system enhancements, creating and maintaining technical specification documents. Technical duties are: update Access databases, run daily maintenance, trouble shoot system problems, generate system reports and update code / decode parameters. Customer service duties: set up / maintain users, trouble shoot user issues, generate reports and answer help-line calls.

Marketing Specialist: Responsibilities include support for two Treasury Management Officers and their customers. Interact with customers to educate on bank services available, to set up new services, and to modify existing services. On site installation of banking services at customers' locations. Verify that all appropriate documentation is on file and that the services requested are working to the customers' satisfaction. Coordinated with various departments in the implementation of services. Spear headed the design and implementation of a Service Request Wizard to streamline implementation process.

First Union National Bank

10/95 - 5/98

999 Peachtree Street, Atlanta, Georgia 30309

Sales Associate: Responsibilities include support for four sales consultants and their customers. Interact with customers to educate on bank services available, to set up new services, and to modify existing services. Verify that all appropriate documentation is on file and that the services requested are working to the customers' satisfaction. Coordinated with various departments in the implementation of services. LAN coordinator for my department.