

Denise A. Wallace

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Education

Valdosta State University **Master of Library and Information Science** GPA 4.0 Dec 2009
Major: Archives with an emphasis in visual material archives and digitization projects.

University of Nevada, Las Vegas **Master of Fine Arts** GPA 3.85 May 2000
Major: Fine Arts with an emphasis in photography and digital applications.

Montana State University, Bozeman **Bachelor of Arts** GPA 3.82 May 1997
Major: Media and Theater Arts with an emphasis in photography and theater

Daytona Beach Community College **Associate of Science** GPA 3.74 May 1994
Major: Photographic Technologies

The Art Institute Online **Certificate** Oct 2005
Socrates Online Teaching

Continuing Education:

Making Meaning: Planning and Implementing Archival Exhibitions, Instructors: Lynn Robertson and Lana Burgess, 2009

A Race Against Time: Preserving Our Audiovisual Media, Instructors: Alan Lewis, Sarah Stauderman, George Blood, Thomas F.R. Claeson, and Ruta Abolins, 2009

Standards and Best Practices for the Description of Photographs, Instructors: Martha R. Mahard, 2008

Personal Track undergraduate course work at the Art Institute of Atlanta in: Drawing, Life Drawing, Writing for Animation, History of Animation, Computer Illustration, Digital Darkroom, Digital Ink and Paint, Conceptual Interactive Design, and Intro to 3D modeling 2004-2007

Professional Experience

Archives

PORTMAN FINANCIAL, Visual Materials Archivist, Responsible for management of the image archive as a lone arranger to include creating the archival numbering system, original cataloging of all collections, and storage procedures for re-housing of all collections. Additional projects include management of digitization project working with an in-house scanning technician and outside vendors, collaboration with the Information Technology manager to install and populate ARCHON as a digital asset management system, establishment of authority and vocabulary control for indexing within the ARCHON system, collaboration with the High Museum of Art for the John Portman: Art and Architecture exhibit and exhibition catalog; and management of the production of large coffee table book on the work of John Portman titled: FORM. Nov 2008-Present

Denise A. Wallace

Professional Experience (cont)

Faculty

THE ART INSTITUTE OF ATLANTA, Photographic Imaging Faculty, Responsible for original* development and organization of course curriculum within stated objectives, facilitation of course material and classroom management to motivate student success within the learning environment to include presentation of difficult conceptual material, objectively evaluating student progress and providing meaningful feedback. *Courses taught:* Digital Photographic Production, Digital Photographic Illustration, Photo Design*, Digital Photo for Non Majors*, Digital Photo for Illustrators*, Digital Ink & Paint*, Conceptual Interactive Design, History of Animation, Visual Expressions, & Smart Fun Workshops. *Sept 2002-June 2008*

THE ART INSTITUTE ONLINE, Graphic Design Faculty, Responsible for facilitation of course instruction and online classroom management to include using excellent communication skills to advise, tutor, and motivate online students. *Courses taught:* Color Theory, Fundamentals of 2D design. *July 2006-July2007*

AMERICAN INTERCONTINENTAL UNIVERSITY, Visual Communications Faculty, see description above for a list of teaching responsibilities. *Courses taught:* Color Theory, Foundations of Photography, Photoshop I, and Photo Studio. *Nov 2003-June 2005*

COMMUNITY COLLEGE OF SOUTHERN NEVADA, Media & Technologies Faculty, see description above for a list of teaching responsibilities. *Courses taught:* Beginning Photography, Intermediate Photography; **Co-Instructor**, Fashion Photography; **Curriculum Coordinator**, Overhaul of existing curriculum for Beginning Photography and creation of Fashion Photography course. *Jan 2000-Dec 2001*

UNIVERSITY OF NEVADA, LAS VEGAS, Fine Arts Faculty, see description above for a list of teaching responsibilities. *Courses taught:* Beginning Photography. *Aug 1998- May 2000*

Gallery Director/Curator

THE ART INSTITUTE OF ATLANTA, Exhibitions Coordinator, Chair/Curator-Gallery Committee. Responsible for meeting with committee members, programming exhibition year, installation of art works, and documentation of gallery events. *April 2004-Jan 2005*

ELEVATION GALLERY, Gallery Director/Curator, Startup, organizer and curator of 5000sqft. gallery, "Atomic Pop" exhibit featured in Art Papers. Responsible for management, public relations, fund raising, graphic design, curation, installation, receptions, archiving and daily operations. *March 2003-June 2004*

Denise A. Wallace

Professional Experience (cont)

Cultural Arts Specialist

PINCKNEYVILLE COMMUNITY CENTER, **Gallery Director/Curator** of 3 gallery spaces, responsible for graphic design, public relations, curation, installation, receptions, archiving and daily operations. **Ceramics Studio Manager**, responsible for functionality of studio, inventory of supplies, glazes, and clay, firing of kilns and safety concerns. **Designer** and organizer of public art commemorative piece and display for new center. *Feb 2002-Jan 2004*

Photographer

DAVID PHILLIPS PHOTOGRAPHY, **Photo Manager** of Monte Carlo Wedding Chapel Contract, responsible for photography, training of other photographers, proofing, ordering, and archiving of wedding images. **Event Photographer**, responsible for event photography at various events to include Sketchers, IKON, Motorola Canada, and the UNLV Foundation. *Aug 2000-Sep 2001*

RAINBOW MULTI MEDIA PRODUCTIONS, **Event Photographer** for weddings, receptions, and conventions to include Prudential and UAW Ford. *April 1998-June 2001*

FREELANCE CLIENTS: **Photographer** for Bellagio Hotel & Casino, Donna Karan New York, CitySearch.com, TV Guide (Warner Brothers Music Awards, Battle Bots w/Jay Leno, Simpson House), Wayne Van Nugen Fashions, Little White Chapel, Quailita Gallery, Libby Lumpkin, Dave Hickey, American Orchid Society, Historic Virginia City, Inc, Apartment Guide, English Touch Modeling Agency, South Beach Hotel, Montana State University's Shakespeare in the Parks, Las Vegas Weekly, Nevada Arts Council, Las Vegas Wrestling Academy, Contemporary Arts Collective. *1994-2002*

Broadcasting

MONTANA PBS, **Master Control Board Operator**, switching for live broadcast, recorded, and satellite feeds, recording of upcoming programming, compliance with FCC regulations regarding video & audio levels, program and transmitter logs. *1996-1997*

Professional Organizations

Society of American Archivists
Society of Georgia Archivists
Visual Resources Association
American Library Association
Phi Kappa Phi

Denise A. Wallace

Volunteer Experience

GEORGIA INSTITUTE OF TECHNOLOGY, **Intern**, Assisted Mandi Johnson with processing of visual materials from Young Frank Freeman Collection. Completed finding aid can be seen at <http://www.library.gatech.edu/archives/finding-aids/display/xsl/VAM003>. Mar 2008.

DRAGON*CON, **Assistant Operations Manager**, Assisted Patrick Roberts with Educational & curatorial aspect of the Art Show and John Parise with staffing and management of art show during the con. Sept 2004-Sept 2008

CONTEMPORARY ARTS COLLECTIVE, **Graphics Chair**, Newsletter Designer/Editor, Historian, Gallery Operations, Board of Directors. Sept 1999-Dec 2001

"REARVIEW MIRROR", **Photographer**, Feature Film, Cam Grierson-Director, Documented the making of the film, both film stills and behind the scenes, provided images for promotion and trailer of film. 1997

"STRANGERS ON EARTH", **Stage Manager**, Assistant to director and responsible for organization and management of all actors, technicians, rehearsals and run of show. 1996

"FUNNY THING HAPPENED ON THE WAY TO THE FORUM", **Assistant Stage Manager**, Assistant to Stage Manager and responsible for back stage operations. 1995

Skills

Digital Experience

- Hardware:** Macintosh & PC systems, Imacon Flextight scanners, Wacom tablets, Epson printers and scanners, and EyeOne Color Calibration systems.
- Digital Cameras:** Canon, Nikon, Sony, Kodak, Fuji, and Olympus (SLR & Compacts)
- Software:** Adobe Photoshop CS2/3/4 (7+ years), Adobe Bridge (and metadata entry with XMP), Macromedia Flash 8/CS3, Adobe Illustrator CS2/3, Corel Painter IX, Microsoft Office 2007 (Word, Excel, Access Outlook, Power Point), Adobe Acrobat, Adobe Image Ready, 3D Studio Max. ARCHON, Microsoft Visio, phpMyadmin and SQL scripting.
- Web Resources:** FTP, Service Bureaus, Image Banks, and Online Teaching with Socrates and eCollege, WebCT, GALILEO, GIL, ILL, Digital Library of Georgia, ARCHON Forum, and SAA & VRA list services.

Denise A. Wallace

Skills Experience (cont)

Photographic Experience

- Camera Formats:** 35mm, 2 1/4, 4x5, 8x10, Holga, pinhole, Polaroid.
- Printing:** Archival Fiber-base & RC Black and White, Drum & Machine Color, Cibachrome, Alternative processes, Mural 3'x7', and color 30"x40".
- Studio:** Tungsten, Strobe, Hand-held Flash, Portrait, Table-Top, Location, and large studio sets, incident and spot metering, copy stand work.
- Other:** Lab & Studio safety and maintenance, Equipment upkeep & repair, Spotting and Mounting.

Administrative Experience

- Management:** Staff-Employees, Interns, Volunteers, Students, Artists, Venues-Galleries, Theatrical Productions, public events, photography & ceramic labs and studios
- Problem Solving:** Prioritizing and Organization; and research
- Financial:** P/R accounts, Petty Cash, Travel/Publicity/Project budgets, procurement of funds, and contracts

Gallery Experience

- Management, Public Relations, Fund Raising, Graphic Design, Curator, Historian, Installation, Receptions, Archiving and daily operations