Tassia Corcoran

Honolulu, HI | 909-436-0137 | Tassiacorcoran@gmail.com

EDUCATION

University Of Hawaii at Mānoa **Honolulu, HI**

Master of Science in Information Systems (BAM program) *Graduation Date: December 2025*
- Current GPA: 4.0

Bachelor of Science in Management Information Systems, Cum Laude *Graduated: December 2024*

PUBLICATIONS

- Corcoran, T. & Olsen, C. (2025). *Information Literacy: A Foundational Approach to Generative AI Competence*. Presented at the EdMedia World Conference on Educational Technology, Barcelona, Spain, May 2025

WORK EXPERIENCE

University of Hawaii **Honolulu, HI**

Curriculum Developer – MSIS Program (AI & Cloud Computing) *August 2025 – Current*
- Designing graduate-level curriculum for the Master's in Information Systems program, focused on artificial intelligence and enterprise applications
- Developing technical modules covering AWS cloud architecture, certification preparation, and applied machine learning concepts
- Creating hands-on labs and case studies to train students in cloud-based AI workflows and enterprise integration strategies

Hawaii Community Foundation **Honolulu, HI**

Intern *February 2025 – Current*
- Collaborated with internal departments to design and lead company-wide training Artificial Intelligence tools and concepts, creating use cases to evaluate AI-generated outputs for accuracy, reliability, and business applicability
- Successfully reconciled and validated over 100,000 records during Maui Strong donation processing, ensuring system-wide data accuracy across platforms
- Co-authored and implemented AI policy guidelines to govern responsible AI use across organizational departments, considering both generative AI and machine learning capabilities in the workplace
- Cleaned, consolidated, and integrated large-scale relational datasets across multiple CRM platforms to improve data integrity and reporting
- Worked with third-party APIs to determine export methods for ingesting data from diverse external sources into organizational databases, streamlining data flow and supporting advanced reporting

University of Hawaii **Honolulu, HI**

Teaching Assistant – ITM 431/ 631 (Networking and Security) *January 2025 – May 2025*
- Led lectures on foundational networking concepts, including LAN/WAN architecture, TCP/IP protocols, wireless standards, and network security principles
- Guided students through hands-on exercises in configuring and analyzing network components, fostering practical understanding of enterprise networking and cybersecurity frameworks
- Graded and evaluated assignments, exams, and projects for 50+ upper-level MIS students, ensuring fair assessment and reinforcing key concepts in IT infrastructure design and threat mitigation

Griffiss Institute **Honolulu, HI**

Viceroy Maven Intern *June 2025 – August 2025*
- Participated in the DoD Pacific Intelligence & Innovation Initiative (P3I) through a 7-week cyber-spectrum operations internship
- Worked under the Shipyard Infrastructure Optimization Program (SIOP) by researching digital twin technologies for Pearl Harbor Navy Shipyard's (PHNSY) maintenance operations
- Led AI implementation seminars, training professionals on practical use cases, policy, and ethical integration
- Built a geodatabase that improved the Navy's ability to track hazardous waste, raw materials, and over $10M in equipment
- Supported a multibillion-dollar waterfront production infrastructure project by analyzing 7,000+ data points across 4 reports using advanced Excel functions; identified 38+ unique equipment discrepancies, calculated square footage gaps, and visualized misalignments to guide decision-making

University of Hawaii **Honolulu, HI**

ICS 101 Teaching Assistant   *August 2023 – May 2025*
- Facilitated classes of 45 students on HTML, CSS, UNIX, and Microsoft programs such as Word, Excel, PowerPoint, and Access
- Designed and delivered hands-on training sessions introducing students to generative AI tools, responsible use, and prompt engineering
- Developed practical exercises combining AI literacy with technical skills, including HTML, CSS, UNIX, and Microsoft Office applications
- Mentored a team of 5 assistants during open lab hours, providing guidance on complex technical issues and instructional support
- Collaborated with faculty to integrate AI literacy into core coursework and evaluate its effectiveness
- Successfully supported over 400 students through hands-on troubleshooting, technical support, and targeted business software training

University of Hawaii   **Honolulu, HI**
Research Assistant   *August 2023 – May 2025*
- Conducted IRB-approved research on student proficiency, ethics, and perceptions of generative AI through multi-phase studies
- Evaluated prompt engineering strategies for content generation and information queries
- Applied ACRL standards to evaluate AI tool use in student writing and information literacy development
- Co-authored and presented a peer-reviewed paper on integrating generative AI into education at an international conference

Independent Consultant   **Honolulu, HI**
Microsoft Programs & Computer Training   *August 2024- Present*
- Provided expert consulting services to companies, delivering customized training seminars on Microsoft programs and computer usage to management employees
- Designed and facilitated interactive workshops, enhancing employees' proficiency in key Microsoft tools and improving overall productivity
- Designed transition-oriented curricula tailored to adult learners unfamiliar with office productivity tools.

SMX   **Kapolei, HI**
Project Finance and Export/Logistics Intern   *June 2024 – August 2024*
- Focused on supply chain risk management (SCRM) for SOCPAC contracts within the Export/Logistics division
- Enhanced SCRM processes by utilizing Microsoft Power Automate to streamline file management and schedule critical tasks, including RIP (Request to Initiate Purchases) closeouts
- Collaborated with onsite teams to gather and analyze logistical data essential for contract fulfillment

Kekūhaupiʻo Tech Mentorship   **Honolulu, HI**
Mentee of Robert Redding, Vice President and Chief Technology Officer, HMSA   *January 2024 –July 2024*
- Explored enterprise AI integration for information risk management. Observed technical leadership discussions around security, AI adoption, and enterprise IT risk controls.

Bank of Hawaii Mentorship Program   **Honolulu, HI**
Mentee of Preston Robler - Systems Automation and Security Manager BOH   *February 2024- May 2024*
- Acquired comprehensive knowledge of IT services within the bank, including working with and updating Microsoft 365 on the back end of the services and assisting employees with any issues regarding changes

LEADERSHIP EXPERIENCE

University of Hawaii   **Honolulu, HI**
Ambassador for the National Center for Women in Technology   *August 2023 – January 2025*
- Established the NCWIT chapter at UH Mānoa to advance diversity in tech.
- Led outreach events promoting technology careers and academic support.
- Mentored students in tech courses and advised on career pathways.
- Collaborated with campus leadership and industry partners to drive inclusion in computing fields.

CERTIFICATIONS AND SKILLS

Certifications: CompTIA Security+ (SYO-701) | AWS Certified Solutions Architect - Associate

Technical Skills: Python, SQL, UNIX, HTML, CSS, Microsoft Office, Generative AI tools

Clearance: Interim Secret Security Clearance (DoD – Pending)