

# Curriculum Vita

MARIE V. SIMONSSON

## Office Address

Department of Organization and School Leadership  
College of Education, 1.510A  
University of Texas Rio Grande Valley  
1201 W. University Dr.  
Edinburg, Texas 78539-2999  
956-665-7388  
msimonsson@utrgv.edu

## Education

**Doctor of Education** University of Houston, Houston, Texas (May 1998).  
Major: Educational Administration & Supervision  
Graduated Cum Laude.

Dissertation Title: *Cognitive Aspects of Stress During Hypothetical Conflict Resolution Tasks in Educational Leaders*

**Master of Science** Drake University, Des Moines, Iowa (May, 1983).  
Major: Physical Education  
Graduated Cum Laude

**Bachelor of Science in Education** Drake University, Des Moines, Iowa (May, 1982).  
Major: Health & Physical Education  
Graduated with Honors

## Work Experience

September 2015 to present *Associate Professor,  
Department of Organization & School Leadership  
University of Texas Rio Grande Valley, Edinburg, Texas.*

(September 2015 to 2016) *Interim Educational Leadership Doctoral Program Director  
University of Texas Rio Grande Valley, Edinburg, Texas.*

September 2005 to 2015 *Associate Professor, Department of Educational Leadership  
University of Texas Pan American, Edinburg, Texas.*

(September 2007 to 2015) *Educational Leadership Doctoral Program Director  
University of Texas Pan American, Edinburg, Texas.*

September 1998- August 2005 *Assistant Professor*, Department of Educational Psychology  
University of Texas-Pan American, Edinburg, Texas.

1998, Summer *Lecturer*. Departments of Curriculum & Instruction, Educational Psychology, and School Administration & Supervision,  
University of Texas-Pan American, Edinburg, Texas.

May 1997- September 1998 *Lecturer*. Department of Educational Psychology,  
University of Texas-Pan American, Edinburg, Texas.

1997, August 1- 31 *Research Assistant*. Consultant for the Center for Applied Research in Education, University of Texas Pan American,  
Edinburg, Texas.

September 1996- May 1997 *Lecturer*, Departments of Educational Psychology and School Administration and Supervision  
University of Texas-Pan American, Edinburg, Texas.

1996, Summer *Adjunct Faculty*, Department of School Administration and Supervision  
University of Texas-Pan American, Edinburg, Texas.

1996 , February- August *Research Associate*, Center for Applied Research in Education.  
University of Texas-Pan American, Edinburg, Texas.

1995, Summer *Lecturer*, Department of Educational Psychology,  
University of Texas-Pan American, Edinburg, Texas.

1994-1995 *Research Assistant*, Neuroscience Education Center (NASA grant NAG9552), College of Education,  
University of Texas-Pan American, Edinburg, Texas.

1993, Summer *Lecturer*, Department of Curriculum & Instruction, School of Education, University of Texas - Pan American , Edinburg, Texas.

1989-1993 *Lecturer*, Departments of Curriculum & Instruction and Educational Psychology  
University of Texas - Pan American, Edinburg, Texas.  
*Supervisor, Alternative Certification Program*

1987-1989 *Instructor*, Departments of Curriculum & Instruction and School Services and Counseling  
Pan American University, Edinburg, Texas.  
*Supervisor*, Research & Development Computer Laboratory,  
School of Education, Pan American University.

- 1985-1987 *Graduate Teaching Assistant*, Department of Health & Kinesiology,  
Pan American University, Edinburg, Texas.
- 1983-1985 *Teacher*, Hagunda Rektorsområde, Brunna/Vänge, Sweden.  
*Physical Education Instructor* in Elementary School  
*Athletic Consultant*, Hagunda Idrottsförening, Vänge, Sweden.
- 1978-1979 *Teacher*, Hagunda Rektorsområde, Brunna/Vänge, Sweden.  
*Physical Education Instructor* in Elementary School  
*Athletic Consultant*, Hagunda Idrottsförening, Vänge, Sweden.

**Graduate Faculty Status:** Full Graduate Faculty Teaching status since the Fall of 2002-2015 (when it was no longer a policy).

### **University Teaching Experience**

#### **Undergraduate**

Multicultural Education  
Technology I  
Instructional Technology and Curriculum Development  
Introduction to the Teaching Profession  
Internship in ACP I  
Internship in ACP II

#### **Graduate**

Microcomputers in Student Services  
Introduction to Research  
Introduction to Statistics  
Introduction to Applied Research  
Quantitative Research  
Program Evaluation  
Critical Thinking and Current Issues  
Theoretical frameworks, observation and measurement.  
Doctoral Internship  
Dissertation Research  
Dissertation Writing

### **Chaired and Co-chaired Dissertations Completed**

<b>Jose A. Gonzalez</b> University of Texas Pan American May 2008 (cohort 3)	Measures of Leadership Style, School Climate, and Student Behavior in District Alternative Education Programs (Chair)
--	---

<b>Jose I. Gonzalez</b> University of Texas Pan American June 2008 (cohort 4)	Texas Public School District Special Education Administrators' Level of Knowledge of the Characteristics of Children with Autism and Corresponding Implementation of Research-Based Teaching Methodologies (Chair)
<b>Cindy Hays Sadler</b> University of Texas Pan American December 2009 (cohort 4)	An Exploratory Investigation of Quality Staff Development and Campus Student Success (Co-Chair with Dr. Pankake)
<b>Martina Flores</b> University of Texas Pan American December 2010 (cohort 5)	An Investigation of high School Dual Enrollment Participation and Allied Health Program Enrollment in a South Texas University (Chair)
<b>Erica Briana Guerra</b> University of Texas Pan American May 2011 (cohort 5)	Third Grade Reading Performance Differences, Textbook Adoptions and Texas Reading First Initiative Participating and Non-participating Campuses (Chair)
<b>Manuel Ochoa</b> University of Texas Pan American May 2012 (cohort 5)	Self- Determination, Success and College Readiness of First-generation Students in a Higher Education Institution (Co-chair with Dr. Pankake)
<b>Sharon Roberts</b> University of Texas Pan American August 2012 (cohort 4)	The Impact of High School Course-taking on the First Four Semesters of Postsecondary Success (Chair)
<b>Gisela Saenz</b> University of Texas Pan American May 2013 (cohort 6)	Efficacy Beliefs of Beginning Hispanic Teachers and the Organizational Health of Schools in a South Texas School District
<b>Maria Maricela Rodriguez Salaiz</b> University of Texas Pan American December 2014 (cohort 6)	Educational Practices, Funding, and the Implementation of a Reading First Program
<b>Francisco Rivera</b> University of Texas Pan American August 2015 (cohort 4)	Effects of Instruction and Textbook Adoption Procedures on Kindergarten Students' Learning of the Concept of Rectangle

#### **Membership on Completed Dissertation Committees**

Jonella Jean Kimmel University of Houston May 2002	The effect of social skills education on the social skills of sixth-grade students
--	--

Martha Cantu University of Texas Pan American December 2001 (cohort 1)	Teacher's Perception of School Climate & Their Personality Traits
Raquelnel Perkins-Sanchez University of Texas Pan American May 2002 (cohort 1)	A Study of the Roles of the Elementary Assistant Principal in Relation to Job Satisfaction
Timothy Jordan University of Texas Pan American August 2005 (cohort 1) Antonio Uresti University of Texas Pan American December 2008 (cohort 1)	Field Force Dynamics, Policy Adoption, & Educational Change in Secondary Classrooms of the Rio Grande Valley  Differences in Cultural Values, and Academic Achievement of Recent Immigrant, Second & Third Generation Mexican-American High School Students
Norma Linda Gallegos University of Texas Pan American May 2008 (cohort 2)	Student Achievement and Principals' Professional Experiences
Aliber Lozano University of Texas Pan American May 2007 (cohort 2)	A Comparison Study of AVID and GEAR UP Students' Anticipations, Aspirations, and College Preparatory Measures in Two High Schools in the Rio Grande Valley
Richard Steele University of Texas Pan American December 2004 (cohort 2)	Reading Instruction Practices by Teachers of Hispanic Elementary Students: A Teacher Survey of Classroom Time Spent in 25 Reading Instructional Activities
Miguel A. Gonzalez University of Texas Pan American May 2009 (cohort 3)	Similar Districts with Different Results: Using the Baldridge Scale to Understand Outcome Differences in Rural School Districts in the Lower Rio Grande Valley
Rene Gutierrez University of Texas Pan American December 2008 (cohort 3) Cynthia Saldivar University of Texas Pan American December 2009 (cohort 3)	Factors Contributing to the Academic Achievement of Mexican-Origin Immigrant High School Students  Teacher Leadership : Practices in Texas High Schools

Diana Villanueva University of Texas Pan American August 2009 (cohort 3)	Factors that Contribute to Self-advocacy in Postsecondary Education Among Students with Learning Disabilities
Isaias Rodriguez University of Texas Pan American December 2008 (cohort 4)	An Examination of Center Learning on Emergent Literacy in Bilingual Early Childhood Classrooms
Cynthia Lopez University of Texas Pan American August 2012 (superintendent cohort)	A Study of a High Performing, High Poverty Elementary School on the Texas- Mexico Border
Socorro Espinoza University of Texas Pan American May 2013 (cohort 6)	The Effect of Principals Transformational Leadership Behaviors on Teacher Leadership Development and Teacher Efficacy
Mario Salinas University of Texas Pan American May 2013 (cohort 5)	An Analysis of an Exemplary South Texas Charter School
Rolando Avila University of Texas Pan American August 2013 (cohort 6)	Miguel Nevarez: A Life Story of Educational Leadership
Maria Luisa Trevino-Guerra December 2013 (cohort 6)	Graduation as a function of attendance and discipline of students in the Student Success Initiative of Texas in one south Texas urban school district
Richard Kirk May 2014 (cohort 6)	Bi-cultural efficacy, student achievement and persistence for Mexican American college students
Antonio Elizondo August 2014 (cohort 5)	Factors That Contribute to Hispanic English Language Learners' High Academic Performance in High School Science in the Rio Grande Valley of Texas

Emily Calderon Galdeano August 2014 (cohort 5)	Strategy, Politics and Latino Graduate Education: A Descriptive Policy Analysis of the South Texas Border Initiative
Rene Jesus Reyna December 2015 (sup cohort)	The effect of property school wealth in fifth-grade student achievement in reading and math
Esmeralda Munoz December 2015 (cohort 8)	The effect of a writing course on the English language arts state assessment examination in a South Texas school district
Jayne Pocquette May 2016 (cohort 4)	A phenomenological study of sixth-grade students' perceptions of elementary teacher student-relationship

**Membership on Completed Theses Committees (University of Texas Pan American)**

Lillian Lee Pedroza 2002	Effects of self-monitoring on hyperactivity in a student diagnosed with attention deficit hyperactivity disorder (ADHD) Special Education (member)
Amy Sharon Ellison-Marino 2003	The effect of non-verbal redirection on out-of-seat behavior in a subject diagnosed as ADHD and MR Special Education (co-chair)
Mia Karen Baldwin 2003	Effects of co-teaching on student participation and math success on students with learning disabilities in the general education classroom Special Education (member)
Michelle Koyama 2003	Factors that contribute to the retention of Mexican American special education teachers Special Education (member)
Anastacio Quintana 2004	Efficacy of a social skills training procedure used on a child having moderate mental retardation Special Education (member)
Pamela van Cleef 2004	The effects of using an off-task paper as a nonverbal intervention for inappropriate disruptive behavior

	Special Education (member)
Terrence Bernard 2004	Special Education (member) The effect of a student chosen reinforcer on academic engagement during acquisition tasks in an elementary student with autism Special Education (member)
Sandy Salinas Olivarez 2004	Factors that predict underachievement in Hispanic gifted students Gifted Education (member)
Ana Villaurrutia 2004	Early Childhood (member)
Azcuna C Escobar de Saenz 2004	The effect of a family literacy parental involvement intervention on oral language development Early Childhood (member)
Mary Strickland 2005	The effect of a redirecting strategy on self-injurious behavior manifested by a subject with multiple disabilities Special Education (member)
April Yetsko 2005	Factors of placement decisions of students with learning disabilities Special Education (member)

### **Refereed/Juried Journal Articles**

- Muñoz, A. J., Pankake, A., Mills, S. J. & Simonsson, M. (Under Review). Nurturing leadership: Equitable mentoring for the superintendency. *International Journal of Leadership in Education. Theory and Practice* (submitted).
- Muñoz, A. J., Pankake, A., Murakami Ramalho, E., Mills, S. J., & Simonsson, M. (available online 28 January, 2014). A study of female central office administrators and their aspirations to the superintendency. *Educational Management, Administration & Leadership*. doi: 10.1177/1741143213510508
- Flores, M., & Simonsson, M. (2012). Determining college performance of allied health students. *Radiologic Technology*, 83(4), 325-336.



- Muñoz, A. J., Pankake, A., Simonsson, M., & Mills, S. J. (2012). Winding paths: The road to the superintendency. *Journal of Studies in Education*, 2(3), 92-105.
- Poelzer, G. H., Zeng, L., & Simonsson, M. (2006). Teacher certification tests: Using linear and logistic regression models to evaluate variables that determine success for secondary pre-service teachers. *College Student Journal*, 41(2), 305-313.
- Simonsson, M. (2004). Technology use of Hispanic bilingual teachers: A function of their beliefs, attitudes and perception on peer technology use in the classroom. *Journal of Instructional Psychology*, 31(3), 257-266.
- Overton, T., Fielding, C., & Simonsson, M. (2004). Decision making in determining eligibility of culturally and linguistically diverse learners: Reasons given by assessment personnel. *Journal of Learning Disabilities*, 37(4), 319-330.
- Zeng, L., Simonsson, M., & Poelzer, H. (2003). A review of quantitative studies on the Examination for the Certification of Educators in Texas (ExCET). *The Texas Association for Bilingual Education Journal*, 7, 139-143.

### **Book Chapters**

- Miller, R., Simonsson, M., & Pankake A. (2012). Programs for gifted and talented students. In A. Pankake, G. Schroth, & M. Littleton, (Eds.). *Administration and supervision of special programs in education*, 3<sup>rd</sup> Ed. (pp. 151-168). Dubuque, IA: Kendall Hunt Publishing Company.
- Simonsson, M., & Munoz, A. (2012). Mentoring relationships in higher education: An important means of encouraging the development of others. In E. Murakami-Ramalho & A. Pankake, (Eds.). *Educational leaders encouraging the intellectual and professional capacity of others: A social justice agenda*, (pp. 321-334). Charlotte, NC: Information Age Publishing Book Series.

### **Monograph and Conference Proceeding Publications**

- Zeng, L., Simonsson, M., & Poelzer, G. H. (2002). *Teacher certification tests: Variables that predict pass/fail status on elementary professional development examination for preservice teachers*. (ERIC Document Reproduction Service No. ED 464138)
- Simonsson, M., Poelzer, G. H., & Zeng, L. (2001). *Teacher certification tests: Variables that determine success for secondary pre-service teachers*. (ERIC Document Reproduction Service No. ED 445 124)
- Poelzer, H., Zeng, L., & Simonsson, M. (2000). Hispanic preservice teachers: Variables that predict success on teacher certification exams. In *National Association of African American Studies & National Association of Hispanic and Latino Studies 2000 Literature Monograph Series (Education section)* (pp. 206-220 ). Houston, TX:

NAAAS & NAHLS. Also found through (ERIC Document Reproduction Service No. ED454006)

Alvarado, V., Carper, M. S., & Simonsson, M. (1993, November). Topographic brain mapping in Attention Deficit Disorder and in Gifted and Learning Disabled Individuals. *Proceedings of the cognitive assessment of children and youth in school and clinical settings*. Fort Worth, TX: Cyber Space Publishing Corporation.

### **Refereed National/International Conference Presentations**

Simonsson, M. (2015, October 19). *Demographics of a doctoral program serving predominantly Hispanic students*. Paper presented at the National Association of Hispanic and Latino Studies' International Research Conference, South Padre Island, Texas.

Mills, S., & Simonsson, M. (2015, October 4). *Review of current educational leadership books*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.

Simonsson, M., & Mills, S. (2015, October 4). *Educators' perceptions of the abolishment of two higher education institutions and the establishment of a new university*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.

Simonsson, M., & Mills, S. (2014, October). *Current literature for and about women leaders*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.

Simonsson, M., Mills, S. J., & Wang, L. (2014, February). *Policy implementation and physical activity levels in two Texas school districts serving a population of predominantly Hispanic students*. Paper accepted to the National Association of African American Studies & Affiliates (Hispanic and Latino Studies) Annual Conference, Baton Rouge, Louisiana.

Simonsson, M., Mills, S. J., & Wang, L. (2013, October). *Physical fitness of Hispanic middle school students and its contribution to reading and mathematics Achievement*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.

Simonsson, M., Mills, S. J., & Wang, L. (2011, October). *Leadership response to state policy mandates to combat student obesity in a largely Hispanic population*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.

Munoz, A. J., Pankake, A. M., Mills, S. J., Simonsson, M. V., Murakami-Ramvalho, E. T., & Land, J. G. (2011, April). *A study of female central office administrators and*

*their aspirations to the superintendency*. American Educational Research Association, New Orleans, LA

- Simonsson, M., Pankake, A., & Roberts, M. (2009, October). *So Many Books, So Little Time Redux: Literature for and about Women Leaders*. Paper presented at the Women of Educational Leadership Conference, Lincoln, Nebraska.
- Simonsson, M., Kupczynski, L., Ice, P., & Pankake, A. (2009, February). *The impact of asynchronous audio feedback in the dissertation advising process*. Paper presented by P. Ice at the annual conference of the American Educational Research Association, San Diego.
- Roberts, M., Simonsson, M., & Pankake, A. (2008, October). *So many books, so little time: Literature for the continued professional development of women in educational leadership*. Paper presented by M. Roberts and A. Pankake at the Women of Educational Leadership conference, Lincoln, Nebraska.
- Alvarado, V. A., & Simonsson, M. (2005, February). *Legal and ethical issues facing the Hispanic counselor in Texas*. Paper presented by V. Alvarado at the National Association of Hispanic and Latino Studies Annual Conference, Houston, Texas.
- Simonsson, M., & Alvarado, V. A. (2005, February). *Individual and school culture factors that influence Hispanic graduate students' perceived value regarding research: A function of motivation, self-efficacy, attitudes, beliefs and empowerment*. Paper presented by M. Simonsson at the National Association of Hispanic and Latino Studies Annual Conference, Houston, Texas.
- Alvarado, V. A., & Simonsson, M. (2004, February). *Systematic cohort systems for undergraduate students*. Paper presented at the National Association of Hispanic and Latino Studies Annual Conference, Houston, Texas.
- Simonsson, M. (2003, June). *A Swedish-American perspective on socio-political issues in education in the Rio Grande Valley, Texas, United States*. Paper presented by J. R. Llanes at the conference of the UNESCO, Jyväskylä, Finland.
- Poelzer, H., Simonsson, M., & Zeng, L. (2003, April). *Teacher certification tests: Variables that predict pass/fail status on bilingual elementary comprehensive examination for pre-service teachers*. Paper presented by H. Poelzer and L. Zeng at the annual conference of the American Educational Research Association, Chicago.
- Zeng, L., Poelzer G. H., & Simonsson, M. (2003, February). *Variables that predict pass/fail status on the bilingual comprehensive ExCET examination for pre-service teachers*. Paper presented by M. Simonsson at the annual meeting of the National Association for Hispanic and Latino Studies, Houston, Texas.

- Zeng, L., Poelzer, G. H., & Simonsson, M. (2002, April). *Teacher certification tests: Variables that predict pass/fail status on Elementary Professional Development Examination for pre-service teachers*. Paper presented by L. Zeng and G. H. Poelzer at the annual conference of the American Educational Research Association, New Orleans, Louisiana.
- Simonsson, M., Zeng, L., & Poelzer, G. H. (2002, February). *Variables that predict pass/fail status on elementary professional development certification test for Hispanic pre-service teachers*. Paper presented by M. Simonsson at the conference of the National Association for Hispanic and Latino Studies, Houston, Texas.
- Overton, T., Fielding, C., & Simonsson, M. (2001, October). *Decision-making in determining eligibility of culturally and linguistically diverse learners: Reasons given by assessment personnel*. Paper presented by T. Overton and C. Fielding at the topical conference of the Council of Educational Diagnostic Services, New Orleans, Louisiana.
- Yan, W., Simonsson, M., Jordan, T., & Hodge, M. (2001, February). *Urban school teachers self-efficacy beliefs and practices in integrating technology in teaching immigrant students*. Paper presented by M. Simonsson at the conference of the National Association of Hispanic and Latino Studies, Houston, Texas.
- Simonsson, M., Zeng, L., & Poelzer, G. H., (2000, April.) *Teacher certification Tests: Variables that determine success for secondary pre-service teachers*. Paper presented by M. Simonsson and G. H. Poelzer at the annual conference of the American Educational Research Association, New Orleans, Louisiana.
- Poelzer, G. H., Zeng, L., & Simonsson, M. (2000, February). *Hispanic preservice teachers: Variables that predict success on teacher certification exams*. Paper presented by G. H. Poelzer and M. Simonsson at the conference of the National Association of Hispanic and Latino Studies, Houston Texas.
- Simonsson, M. (1999, April). *Cognitive aspects of stress during hypothetical conflict resolution tasks in educational leaders*. Paper presented at the annual meeting of the American Educational Research Association, Montreal, Canada.
- Simonsson, M., & Yan, W. (1998, April). *Parent involvement in Hispanic Americans: A comparison between Mexican, Cuban, and Puerto Rican*. Paper presented by M. Simonsson at the annual meeting of the American Educational Research Association, San Diego, California.
- Alvarado, V., Linskey, A. O., & Simonsson, M. (1994, September). *Agenesis of the Corpus Callosum*. Poster session presented at the annual conference and workshop of the American EEG Society, Chicago.

Alvarado, V., Linskey, A. O., & Simonsson, M. (1994, July). *Topographic brain mapping of a case of Agenesis of the Corpus Callosum*. Poster session presented by V. Alvarado at the VII European Congress of Clinical Neurophysiology, Budapest, Hungary.

Alvarado, V., Carper, M. S., & Simonsson, M. (1993, November). *Topographic Brain mapping in Attention Deficit Disorder and in Gifted and Learning Disabled Individuals*. Poster presented at the first annual International Interdisciplinary conference on Cognitive Assessment of Children and Youth in School and Clinical Settings, South Padre Island, Texas.

### **Refereed Regional or State Conference Presentations**

Mills, S., Wang, L., & Simonsson, M. (2011, February). Influence of State Policy on Students' Obesogenic Behaviors. Paper presented by S. Mills and L. Wang at the Southwest Educational Research Association's conference, San Antonio, Texas.

Simonsson, M., Leo, M. F., & Pankake, A. (2010, March). *Experiences Utilizing Audio and Text Feedback with Doctoral Students*. Paper presented by M. F. Leo at the Southwest Educational Research Association's conference, New Orleans, LA.

Kupczynski, L., Simonsson, M., Ice, P., & Pankake, A. (2009, February). *A mixed-methods study of the addition of asynchronous audio feedback in the research proposal advising process*. Paper presented by P. Ice at the Southwest Educational Research Association's conference, San Antonio, Texas.

Simonsson, M., Zeng, L., & Poelzer, H. (2005, September 16). *Predicting pass/fail status on a special education ExCET for pre-service teachers in an alternative certification program*. Paper presented at the first annual conference of the Research Conference on Teacher Education, San Antonio, TX.

Mitchell, J. A., Gonzalez, M., Gonzalez, M. R., Hernandez, S., Simonsson, M., Youngberg, R. A., & Galvan, M. (2004, July). *Buried treasures: Back to the basics*. Paper presented by N. Cantu at the Texas Association on Mental Retardation 29th Annual Convention, Galveston, Texas.

Alvarado, V., Simonsson, M & Carper, M. S. (1994, February). *QEEG and topographic brain mapping of gifted and learning disabled gifted-A review of literature*. Poster session presented by M. S. Carper at the first annual professional development conference of the Texas Association of School Psychologists, Houston, Texas.

### **Other Presentations**

Zeng, L., Simonsson, M., & Poelzer, H. (2003, February). *Research on ExCET Tests*. Slide show presented in the faculty meeting of the Curriculum & Instruction

Department in the College of Education at University of Texas Pan American,  
Edinburg, Texas.

Simonsson, M. (1996, October). *The school yard - a scientific laboratory for research*.  
Paper presented at the third annual gifted and talented share fair at the University of  
Texas-Pan American, Edinburg, Texas.

## **SERVICE**

Doctoral Program Director, Educational Leadership Department at the University of  
Texas Pan American (September 2007 thru August 2016)

A sample of the teaching and administrative experiences are provided as follows:

### **I. Teaching schedule for Academic Year (AY)**

- A. AY 2011-2012: 18 hours and 12 hours of dissertation\*
- B. AY 2012-2013: 9 hours and 9 hours of dissertation
- C. AY 2013-2014: 9 hours and 9 hours of dissertation
- D. AY 2014-2015: 9 hours and 6 hours of dissertation
- E. AY 2015-2016: 9 hours and 0 hours of dissertation

\*No release time

### **II. List of administrative duties and responsibilities to be performed as Director of the Doctoral Program**

- A. The doctoral program director is the chief academic and administrative officer of the doctoral program. The doctoral program director reports to the department chair.
- B. The program director is responsible for:
  - 1. Articulating and implementing University policy within the program.
  - 2. Ensuring that program policies and practices are consistent with those of the University.
  - 3. Supervising the instructional, scholarly, creative and service activities of the program, and maintaining and improving their quality.
  - 4. Conveying faculty and program concerns and needs to the department chair.
  - 5. Coordinate student recruitment efforts, and admission screening processes.
  - 6. Leading program strategic planning and assessment efforts, and the like, e.g., (a) AES planning and reporting, (b) Student Learning Outcome planning and reporting, (c) 18 characteristics of doctoral program reporting according to state law, (d) collecting relevant information and conduct program review, and (e) coordinating external evaluation for the program.
  - 7. Coordinating the academic advising in the program, including orientation of prospective students, assignment of advisors to students, enforcement or

adjustment within the existing guidelines of academic requirements and regulations.

8. Preparing budget requests and supervising the allocation and expenditure of program funds.
9. Assessing needs within the program; developing appropriate new curricula and revising existing curricula.
10. Representing the program in meetings with administrators and faculty and students; sharing information; and participating in joint planning and other common activities, e.g., attend the Council of Chairs meetings.
11. Cooperating and consulting with other academic unit in the development of co-requisites and interdisciplinary courses and programs.
12. Preparing, revising and submitting to his or her unit's chief academic officer the program class schedules and assignment of faculty to classes.
13. Collaborate with the Graduate Office in various information processing, e.g., (a) degree plans, (b) comprehensive exam completions, (c) dissertation proposal scheduling and outcome of defense, (d) dissertation scheduling and outcome of defense, and (e) application for degree processing.
14. Oversee and delegate work requests from faculty to doctoral research assistants.
15. Advising students.

### **Professional Organizations/Associations**

Proposal Reader for the University Council for Educational Administration's conference 2014.

Proposal Reader for the Southwest Educational Research Association's conference 2010.

Manuscript Reviewer for The Texas Council for Women as School Executives Monograph in 2007.

Reader for the *Continuous Improvement Monitor*, 2005-2006.

Conference Moderator for the National Association of Hispanic and Latino Studies' annual conference in 2003 and 2004.

### **University Committees/Presidential Task Force/Faculty Senate:**

Academic Computer Council (1998-1999 & 2003-2005, member, and 1999-2000, chair).  
The Executive Committee developed a framework for establishing ACC policies.  
Sub-committee chair for Macintosh usage in ASB labs.  
WEB CT sub-committee member.

Graduate Council Member (2002-2003, 2005-2006, 2006-2007, 2007-2008, and 2008-2009). Graduate Council Sub Committee Member to evaluate and review the

proposed masters in Rehabilitation Services and Graduate Faculty applications 2007-2009.

President's Task Forces for Survey of Organizational Excellence. Faculty Subcommittee (Chair 2001-2002, and member 2002-2003.)

Provost Ad Hoc Committee on Academic Policies, member 2006-2007 and 2007-2008 and 2008-2009.

Faculty Senator (1999-2000), and Secretary (2000-2001, 2001-2002, and 2002-2003), member (2005-2006), executive committee member at large (2006-2007, 2007-2008, 2009-2010, and 2010-2011), and member (2008-2009).

Ad Hoc Committee Member for Adjunct Faculty Salary.

Co-chaired Ad Hoc Committee to review H.O.P. sections

Faculty Senate Ad Hoc Committee Chair for H.O.P. section review committee, and Relocation of Student Evaluations.

Ad Hoc Committee to review H.O.P. section Graduate Teaching.

Institutional Review Board (alternate for Stephanie Brickman) 2009-2014

Council of Chairs member 2011-2012

### **College of Education Task Forces and Committees**

College of Education Tenure & Promotion Committee 2010-2011 (member)

Facilities Review Committee 2008 (member)

Developing a College of Education Peer Observation instrument 2007-2008 (member)

College of Education Tenure and Promotion 2006-2007 (member)

Center for Applied Research Education 2006-2007 (member)

### **Department Committees**

Served on numerous annual review triad committees for faculty in Educational Psychology and Educational Leadership, 1998-2005 (member and chair of a number of triads).

Educational Leadership Department Search committees AY 2013-2014, 2012-2013, 2011-2012, 2006-2007 (member of four, and chair of two), and the Miguel Nevarez Endowed Chair 2009-2010 (chair of the first committee and member of the second committee). Educational Psychology Department Search committees (2004-2005, member of one), (2003-2004, member of two), (2002-2003, chair of one), (2000-2001, member of two) and (1999-2000, member of two) for Educational Psychology.

Served on oral comprehensive examinations for the Educational Diagnostician Program (2001-2002, 2002-2003, and 2003-2004).



Served on numerous oral comprehensive examinations and theses committees for the Master in Special Education.

Assisted in reviewing applicants for the 2003, 2005, 2007, 2010, 2011, 2012, 2013, 2014, and 2015 cohorts in the doctoral EDUL program at the University of Texas Pan American.

EDUL Doctoral program assessor 2000, 2001, 2003, 2005, 2007, 2009, 2010, 2011, 2012, 2013, 2014, and 2015.

Reader of written comprehensive exams for the doctoral program in EDUL in 2004, 2007, 2008, 2009, 2010, 2011, 2012 (Spring), 2013, and 2014.

Annual Review Document Revision Committee 2007-2008, 2008-2009 (chair), 2009-2010, 2012-2014 member.

Doctoral Program Subcommittee (chair) 2007-2011.

Add UTRGV preparation

Doctoral Handbook Revision Committee (chair) AY 2011-2013

Annual Review of Faculty AY 2011-2016

Department Tenure & Promotion Committee Fall 2005-present (chair AY2011-2012)

### **Community Service**

Science Fair judge for St. Matthew's Episcopal School AY 2014-2015, and 2015-2016.

Participated in fundraising activities for St. Matthew's Episcopal School between 2005 and 2016.

Participated in fundraising activities for South Texas Preparatory Academy AY 2014-2016.

Presented at Harlingen CISD Physical Educator in-service, August 18, 2011.

Participated in Community Service at Hidalgo High School's Career Day in Hidalgo ISD and Donna ISD in 2003, and in Edcouch-Elsa ISD in 2001.

Facilitator at the Regional Service Center One Technology Leadership Academy (2000).

### **Current Professional Memberships**

American Educational Research Association since 1998.

Phi Kappa Phi since 2009