

EDUCATION

University of California at San Diego La Jolla, CA	Ph. D. - Literature	1995
IAE Graduate School of Management Aix-en-Provence, France	MBA –International Strategy	1985
San Diego State University San Diego, CA	M.A. - French	1989
Faculté des Lettres et Sciences Humaines Aix-en-Provence, France	M.A. - American Literature & Civilization B.A. - Continental Philosophy	1983 1982

EXPERIENCE SUMMARY

Teaching

Business Management
International Business
Global Political Economy
Business Strategy
Business Ethics and Leadership
French for Business
Classical Philosophy, Enlightenment, Phenomenology, Ethics
English and English as Second Language

Administration

International corporation management
Academic Affairs / Faculty & Student Services

Consulting

Academic international expansion
Corporate Cultural Competency training
Online instruction
Andragogy

CORPORATE ADMINISTRATIVE APPOINTMENTS

**EXECUTIVE DIRECTOR OF LANGUAGE SERVICES,
VICE PRESIDENT OF INTERNATIONAL RECRUITMENT & TRAINING
NetworkOmni International Communications, Westlake Village CA**

2005-2007

Organization

- Recruited and led a global team of 30+ trainers, instructors, and project managers to provide linguistic certification to over 2000 international students and adult learners
- Oversaw program delivery in 5 language centers (USA, Peru, Canada, the Dominican Republic)
- Restructured admissions and enrollment procedures to streamline identification and screening of new large pools of candidates
- Implemented a continuous education plan and created professional development training to increase employee retention and well-being
- Created a “Train the Trainer” program to ensure best practices consistency worldwide
- Managed multi-million dollar budgets at the headquarters and each international center

Recruitment

- Assembled a high functioning leadership team to meet aggressive recruitment objectives
- Redesigned recruitment workflow to lead the institution through a period of transition between standard teaching and e-learning technology implementation
- Updated communication to expand range of applicants from students to professionals

Curriculum

- Wrote curriculum policies and administrative guidelines to comply with industries ethics
- Upgraded training curriculum and diversified teaching tools and methodologies to provide efficient teaching solutions to all members of the learning community: students, linguists, adult learners, bilingual professionals and senior executives

Program Review

- Leveraged academic learning outcome assessment methodology and led, through instructors and project managers committees, a process of program review of all academic components
- Established a 3 year plan and budget to support the assessment process, recruit outside reviewers and secured resources for curriculum update
- Implemented educational quantitative and qualitative analysis procedures and designed client and student satisfaction tracking and data trending reports

Global Business

- Wrote business plan and feasibility study for expansion in Latin America (Santiago, Chile & Guan Zhou, China)
- Visited and selected site for offices in China
- Identified members and created an Advisor Board of American and experts in business with China
- Liaised between operations at U.S. headquarters and language center director in China

INTERNATIONALIZATION TRAINING PROGRAM MANAGER

2002-2005

GLOBALIZATION PROJECT MANAGER

2000-2002

Veritas Software Corp, San Luis Obispo CA

Multicultural training

- Developed curriculum to implement company-wide multicultural awareness seminars for engineers, developers and technical writers
- Designed and wrote customized training materials to train the IT department
- Provided short term mentoring in writing documentation for multilingual translation, creating linguistic analysis models and example resource base

- Created multi-lingual translation database that maintained documentation terminology consistency
- Worked in collaboration with Marketing and Legal divisions and elaborated guidelines to ensure cultural adequacy of non-linguistic signifiers

Management and Budget Integration

- Managed multi-million dollar localization projects
- Oversaw cost control among vendors of translation in Spanish, French, German, Portuguese, Chinese and Japanese of Backup Exec and Winstall software (Linux and Windows)
- Developed agendas, chaired meetings, implemented lessons-learned sessions and provided oversight on compliance with regulations and policies
- Screened and recruited groups of linguists, consultants and vendors to prepare local team to handle project load very rapid growth
- Planned new budget to shift from internal localization team to international providers

ACADEMIC ADMINISTRATIVE APPOINTMENTS

DEAN – LEARNING & TECHNOLOGY RESOURCES Grossmont College – El Cajon, CA - USA

2017-18

Administration

- Head Library, Tutoring, Distance Education, and Instruction Computer and Media Support
- Audit, control, and decrease expenses to comply with drastic reduction in divisions four departments' budget
- Develop processes to track and trend activity, demonstrate effectiveness and improve efficiency
- Oversee Supervisors, Faculty and Staff
- Develop, implement, and manage academic support programs and services
- Develop online resources to train faculty to teaching with Canvas, and support student use of the platform
- Assess program academic quality, plan needs, and define growth strategy
- Restructure tutoring centers to increase efficiency and actively contribute to enrollment, retention, pathway support, and graduation
- Oversee relevant ISER sections writing and compliance with standards

DEAN – LEARNING RESOURCES Santa Monica College – Santa Monica, CA - USA

2016-2017

Administration

- Head Library, Academic Support, Distance Education, and Media and Reprographics Departments
- Oversee Associate Dean, Directors, Chairs, Faculty and Staff
- Develop, implement, manage, and optimize use of budgets for each department
- Develop online resources to support student success
- Liaise between instructional support services, faculty and student services
- Assess program academic quality, plan needs, and define growth strategy

Curriculum

- Train over 200 student tutors and instructional assistants per year
- Revise and develop assessment tools
- Write program reviews
- Update and monitor improvement cycle phases and activities
- Prepare accreditation documents for division as needed, oversee accreditation documentation collection, organization, and archiving

DEAN – INSTRUCTION

LANGUAGES, HUMANITIES, & SOCIAL SCIENCES - COUNSELING, LIBRARY, & ACADEMIC SUPPORT

SSSP AND EQUITY DIRECTOR

2014-2016

Riverside City College – Riverside, CA - USA

Administration

- Supervise Associate Dean, Chairs, Faculty and Staff Oversee Associate Dean, Directors, Chairs, and Staff
- Manage division's general, categorical, and grant funding budget
- Enhance departments' academic programs, which include Social Sciences; Administration of Justice; Communication Studies; Economics, Geography and Political Science; English and Media Studies; English as Second Language; American Sign Language Interpretation; History, Humanities and Philosophy; and World Languages. Develop online resources to support student success
- Be responsible for the quality and integrity of all aspects of these academic and instructional programs
- Support implementation of SLO assessment best practices.
- Head the Educational Master Plan writing

Curriculum

- Identify and plan academic solutions to support campus-wide efforts to increase student access, retention, success and further President's equity goals and remediation and completion time as well as graduation and transfer rates
- Revise and develop assessment tools
- Update course content and delivery in Languages, English, Philosophy

Quality Assurance and Accreditation

- Head the Educational Master Plan writing
- Serve in the Enrollment Management Plan committee

ASSOCIATE DEAN – COLLEGE OF LIBERAL ARTS

2012-2015

Ashford University – San Diego

Administration

- Overview Online course content and delivery in General Education, Liberal Arts, Languages, Philosophy, Social Science and Criminal Justice programs
- Head Chairs and Academic Department Chairs
- Hires, trains and evaluate full time faculty
- Oversee teaching assignments, scholarship and professional development
- Supervise 500+ online adjunct faculty
- Liaise with Academic Counselors, Readiness and Student Advisors to ensure student progress and graduation

Curriculum

- Ensure academic content and delivery consistency throughout over 80 online courses
- Revise and develop courses
- Supervise program review
- Assess institutional, program and course learning outcomes

Quality Assurance and Accreditation

- Lead accreditation committee ISER writing and serve as ALO for College of Liberal Arts

ASSOCIATE DEAN AND DIRECTOR OF INTERNATIONAL EDUCATION PROGRAMS

2011-2012

California State University – San Bernardino

Administration

- Managed extended learning and international education programs' progress
- Conceive international student recruitment strategy and communication campaign
- Recruited and supervised personnel (13 Staff – 18 PT/FT Faculty)

- Trained and managed instructors
- Ensured the daily functioning of the division
- Liaised with partner universities in Asia, the Middle East and Europe
- Headed IEP and TESOL programs
- Lead special projects assigned by the President

Student Services

- Advised students academically: study abroad, exchange program, transfer, individualized curriculum
- Supervised admissions and registration
- Monitored the quality of instruction
- Defined and updated academic policies, student handbook and catalog review
- Oversaw the maintenance of the academic database

DIRECTOR OF UNDERGRADUATE PROGRAMS International University of Monaco – Monte-Carlo

2009-2011

Program and Courses

- Ensured course planning, staffing and scheduling
- Reviewed and upgraded the undergraduate programs' tracks in finance, marketing, and management
- Supervised 40+ full time faculty
- Developed an undergraduate research program

Student Services

- Provided academic advising: progression, capstone projects, graduation
- Conducted institutional research to increase retention
- Ensure relationships with students' families
- Organized open house events and career days

Recruitment and International Relations

- Updated Marketing/communication media and documentation for international markets
- Recruited and trained team of international recruiters
- Developed and maintained relations with Study Abroad partner universities
- Representation institution in professional venues, research groups, international fairs
- Developed network of international corporations and created an internship program

VICE PRESIDENT OF ACADEMIC AFFAIRS Laureate International Education, Les Roches - Switzerland

2007-2008

Curriculum

- Audited curricula of 3 year professional certificates, BBA, BSc and MBA programs
- Designed quality assurance system to upgrade content and delivery to international standards
- Implemented learning outcome and student performance assessment to meet NEASC accreditation standards and set up an institutional effectiveness program
- Transformed IEL program in ESL student-centered courses and blended methodology
- Outlined 2 new modules (Ethics & Leadership and IT for Business)

Faculty

- Updated faculty recruitment procedures (job description, venues, screening, interview process)
- Recruited a dozen international practical and academic teachers in 5 months
- Created a professional development workshop on learning outcome assessment best practices
- Delineated reorganization of management structure to facilitate faculty governance
- Developed a diversity awareness program and created a training on minority awareness

Organization

- Developed plan to implement student evaluations gathering, tracking and trending

- Delineated performance appraisal system adjusted to faculty role to comply with corporate policy
- Implemented shared governance structure principles to prepare for US accreditation

International Strategy

- Led Deans in branch campuses in Spain, China and Jordan to plan consistent applying of core campus standards and ensure compliance with NEASC accreditation mandate
- Consolidated principles of management of academic affairs budgets across campuses
- Audited over 30 articulation agreements and MOUs
- Worked with Marketing team to increase recruitment in the USA
- Trained team of recruiters on US educational system and doubled first year cohort

DIRECTOR OF STUDY ABROAD PROGRAM

1997-2000

ASSISTANT PROFESSOR OF FRENCH

Wayne State University, Detroit MI

Organization

- Conceived, organized, implemented ‘Wayne Au Soleil’ flagship program Cannes, France
- Designed marketing communication strategy: brochure, web site, press, posters, demo video
- Researched and selected location, negotiated agreement with foreign campus and secured classroom and lodging facilities, transportation contracts and event planning
- Obtained marketing budget, recruitment support and tailored admission procedures from WSU Deans of Liberal Arts and Continuing Education
- Negotiated articulations and transfer agreements to enroll students from universities countrywide

Curriculum

- Led joint initiative in Faculty Development Programs and Curriculum Development committees
- Developed curriculum to increase student enrollment and retention efforts
 - Added tracks in Cultural Studies and Interdisciplinary Studies
 - Designed courses in French for Business
 - Created seminars in Language Teaching Pedagogy and Practice for high-school teachers enrolled in the MALL program

Academic Quality Assurance

- Participated in departmental effort in university wide Carnegie Mellon accreditation
- Implemented learning outcome assessment for Study Abroad program
- Conducted student performance and satisfaction analysis with College of Lifelong Learning

TEACHING APPOINTMENTS

Adjunct Professor, School of Business at University of Redlands, CA Hybrid Moodle: Management, International Business, Global Political Economy (BS – MBA)	2015-2018
Professor, Ashford University, CA Online e_College: English Composition – English Literature Online e_College: Introduction to Psychology & Learning Theories Online e_College: Introduction to Philosophy – Ethics	2012-2015
Professor, International University, Principality of Monaco Management, Strategy, Leadership & Global Affairs (BS, MBA), Business English	2009-2011
Professor, Laureate International Education, Les Roches - Switzerland ESL, Online BlackBoard: French for Business (BS – MBA) – English Grammar	2008- 2009
Visiting Professor, California Polytechnic University, CA Philosophy, French Composition and Literature	2001-2005
Assistant Professor, Wayne State University, MI French Language, Literature and Critical Theory	1997-2000
Assistant Professor, University of Puerto Rico, PR Humanities, French Language, Literature and Culture	1996-1997
Lecturer, University of California Riverside, CA French Language, Literature, Film and Critical Theory	1995-1996
Graduate Teaching Assistant, University of California San Diego, CA French Literature	1989-1995
Adjunct Instructor, San Diego Mesa Community College, CA French Language	1987-1994
Visiting Professor, San Diego State University, CA American Literature, English Composition French Language, Literature	1986-1989 1983-1984

PUBLICATIONS

BOOK: French Grammar the Easy Way

Barron's, New York, April 2004 - ISBN 0764124358 - 450 pp.

List of Peer Reviewed Articles, Book Reviews and Presentations upon request

PROFESSIONAL REFERENCES

Hayley Ashby, MIS, Library Faculty & Chair - **Faculty**

Riverside City College - 951-836-7718 - Hayley.Ashby@rcc.edu

Patricia Burson, Learning Resources Dean - **Employee**

Santa Monica College - 310-434-4691 burson_patricia@smc.edu

Nadra Farina-Hess, Librarian - **Faculty**

Grossmont College - 619-888-2305 nadra.farina-hess@gcccd.edu

Janet Gelb, Distance Education Coordinator - **Faculty**

Grossmont College - 619-316-6132 janet.gelb@gcccd.edu

Dr. Cheryl Harris, Institutional Effectiveness Coordinator - **Colleague**

MiraCosta College - 917-628-6167 - cheryl@decisiveanalytics.com

Dr. Susan Hines, Dean - **Colleague**

San Jose City College - 408-288-3116 - susan.hines@sjcc.edu

Symone McDaniels, Faculty - **Employee**

San Diego Mesa College - 707-655-8450 - smcdaniels@sdccd.edu

Dr. Janni Pedersen, Chair - **Faculty**

Ashford University, San Diego, CA 92123 - 858-519-6233 janni.pedersen@ashford.edu

Dr. Suzanne Power, Executive Dean - **Supervisor**

Ashford University, San Diego, CA 92123 - 619-337-3815 suzanne@526gemini.com

Dr. Michael Reiner, Director of Guided Pathways and Comprehensive Redesign- **Superior**

Academic Consulting - 786-378-4734 mreiner32205@gmail.com

Dr. Alice Vestergaard, Business Principal/Clinical Instructor - **Colleague**

The Learning Continuum / Samuel Merritt University - 916-956-7640- aliceann@ix.netcom.com

Terry Welker, MBA, Manager - **Employee**

Riverside City College - 951-533-1768 - Terry.Welker@rcc.edu