Professional Summary

As a self-motivated, articulate, and positive-thinking individual, I have refined my leadership skills over the past 28 years in education. I am seeking opportunities that embrace health sciences education, student success, program development and improvement, faculty development and institutional enhancement through an engaging learning environment. Through collaboration and teamwork, I strive to increase the level of expertise around me to deliver the best educational experience for students, an outstanding work environment for faculty and staff, and a dynamic division in health sciences at an exceptional learning institution.

Educational Background

University of Florida, Gainesville, FL Ph.D. program in Higher Education Administration	Anticipated 2024
University of Florida, Gainesville, FL Ed. S. Specialist in Education in Higher Education Administration	December 2000
University of Central Florida, Orlando, FL Master of Arts Degree in Educational Leadership	December 1996
West Liberty University, West Liberty, WV Bachelor of Science Degree in Dental Hygiene	May 1984

Licensure/Certifications

Certified Dental Assistant National Dental Hygiene Board Certification Northeast Regional Dental Hygiene Board Certification Pennsylvania State Board of Dentistry Licensure (inactive status) Florida State Board of Dentistry Licensure

Work Experience

Dean, College of Health Sciences

St. Petersburg College, St. Petersburg, FL

- Supervise the planning, implementation and evaluation of Health Sciences programs which include: Baccalaureate in Science degrees in Dental Hygiene, Health Services Administration, Associate in Science degrees in Dental Hygiene, Emergency Medical Services, Funeral Services, Health Information Technology, Health Sciences, Radiography, Respiratory Care, Surgical Services, Certifications: Emergency Medical Technology, Medical Coding, Medical Billing, Paramedic,
- Collaborate with community partners for clinical sites, affiliation agreement and identification of needs in our community for Health Sciences.
- Management of the Health Sciences programs including fiscal management, faculty supervision and evaluation, program evaluation and development, curriculum development, recruiting, admissions and progression of students, recruiting and recommending employment for faculty and career staff, assisting programs to meet curriculum frameworks, national accreditation standards and state approved standards.
- Work to achieve cultural diversity in staff, student population and curricula.
- Recommendation and development of new programs or changes in existing program based on analysis of local, state and national trends.
- Assist in recruitment, admission evaluation and progression of students.
- Collaborate with community leaders to maintain and establish programs to meet the workforce needs.

2018 - Present

2013 - 2018

Associate Dean for Health Sciences College of Central Florida, Ocala, FL

- Supervise the planning, implementation and evaluation of Health Sciences programs which include: Certified Dental Assisting, AS Degree in Dental Assisting Technology, AS degree in Emergency Medical Services, Emergency Medical Technician certificate, Paramedic certificate, AS degree in Physical Therapist Assistant, AS degree in Radiography, Surgical Technology certificate, BAS Healthcare Administration.
- Collaborate with community partners for clinical sites, affiliation agreement and identification of needs in our community for Health Sciences.
- Management of the Health Sciences programs including fiscal management, faculty supervision and evaluation, program evaluation and development, curriculum development, recruiting, admissions and progression of students, recruiting and recommending employment for faculty and career staff, assisting programs to meet curriculum frameworks, national accreditation standards and state approved standards.
- Work to achieve cultural diversity in staff, student population and curricula.
- Recommendation and development of new programs or changes in existing program based on analysis of local, state and national trends.
- Assist in recruitment, admission evaluation and progression of students.
- Collaborate with community leaders to maintain and establish programs to meet the workforce needs.

Dental Assisting Professor and Program Manager

College of Central Florida, Ocala, FL

- Instruction in theory, clinical and laboratory classes using the established curriculum.
- Assess local dental offices for student clinical assignments; supervise students in these sites and verify appropriateness of learning experiences.
- Market program and recruit candidates; admit qualified students. •
- Assist with retention of students in Dental Assisting program.
- Communicate with the Vice President of Academic Affairs local, state and national professional trends. .
- Collaborate with Dean of Health Sciences for any changes required for program improvement. .
- Monitor program to ensure it meets accreditation standards of the Commission on Dental Accreditation. .
- Complete annual state and national accreditation reports.
- Evaluate and monitor accreditation requirements and maintain records pertinent to program.
- Create and monitor Dental Assisting affiliation agreements for clinical placement. .
- Manage Dental Assisting budget responsibly.
- Coordinate advisory committee.

Health Occupations Counselor/Associate Professor/Program Facilitator 1993 - 2003

College of Central Florida, Ocala, FL

- Instructor and Program Facilitator for Dental Assisting Program.
- Health Occupations Counselor providing academic advising to all students interested in health professions.
- Recruiting for all Health Occupations programs.
- Assist Health Occupations instructors with student services procedures. •
- . Serve as liaison between the college, the dental community and other community colleges that offer dental hygiene and dental assisting education.
- Program Facilitator working with Gulf Coast Community College to coordinate extended campus • education for dental assisting education.
- Active member of the Enrollment Management Committee.

Adjunct Instructor

Gulf Coast Community College, Panama City, FL

- Instructor for: Head/Neck Anatomy, Pharmacology, Emergency Care, Expanded Functions, Clinic, Dental Practice Management, Basic Communications, Dental Materials w/lab and Psychology.
- Program management for dental assisting program on CF campus through distance education program.
- Supervision and evaluation of all faculty members.
- Scheduling for program.
- Fiscal management.

1993 - 2003

2003 - 2018

Adjunct Instructor

College of Central Florida, Ocala, FL

- Instructor for Dental Hygiene and Wellness
- Dental Hygiene liaison between Santa Fe Community College and Central Florida Community College involving student counseling, recruiting, fiscal management, student selection committees,
- Served as liaison between dental programs and the dental community involving community feasibility studies, coordination of advisory committee,

Adjunct Instructor

Santa Fe Community College, Gainesville, FL

- Instructor for dental hygiene program in clinical, laboratory and didactic courses
- Served as liaison between Santa Fe Community College and Central Florida Community College for program coordination, recruitment and admissions.

Dental Hygienist

Commission Updates

Practice in Dental Hygiene, Ocala, FL

- Performed duties in all aspects of dental hygiene and preventative dentistry.
- Assisted the dentist with restorative procedures, and front desk management.
- I continue to work in dental offices on occasion to keep my skills current.

Presentations

Florida Allied Dental Educators Jacksonville, FL	
Allied Dental Regional Accreditation Workshop American Dental Educators Association College Park, GA	October 2014
Allied Dental Regional Accreditation Workshop American Dental Educators Association Los Angeles, CA	July 2014
New Director's Workshop ADEA Allied Dental Program Directors Meeting American Dental Education Association Philadelphia, PA	June 2014
New Director's Workshop ADEA Allied Dental Program Directors' Meeting American Dental Education Association Portland, OR	June 2013
Allied Dental Regional Accreditation Workshop American Dental Educators Association Rosemont, IL	April 2013
Education, Dentistry and Community Service College of Central Florida (Board of Trustees)	Spring 2011
The Adult Learner (faculty) College of Central Florida	August 2009, 2010, 2011
Current Trends in Florida Education The National Dental Assisting Educators Workshop, UNC	August 2006

1990 - 1993

January 2017

1984 - Present Clinical

Professional Membership and Activities

- Commissioner Dental Assisting for ADA Commission on Dental Accreditation
- Chair of Dental Assisting Review Committee for ADA Commission on Dental Accreditation
- Review Committee for ADA Commission on Dental Accreditation
- Site Visitor for ADA Commission on Dental Accreditation
- Florida Board of Dentistry for Dental Hygiene Council
- Florida Dental Association Scholarship Board
- American Dental Assisting Association
- Florida Association of Community Colleges
- Florida Association of Community Colleges Student Development Commission
- Florida Allied Dental Educators
- National Institute for Leadership Development
- College of Central Florida Leadership Training
- Kappa Delta Pi Graduate Academic Honors Society
- Delta Epsilon Iota Postgraduate Academic Honor Society
- American Dental Educators Association
- American Dental Educators Association National Meeting Board Member

Committee Work

- American Dental Education Association Planning Committee
- Trinity Catholic High School Board of Directors
- Trinity Catholic High School Institutional Advancement
- Capital Campaign Chair for Trinity Catholic High School
- Blessed Trinity School Board
- CF Enrollment Management Committee
- CF Florida Association of Community College
- CF Curriculum Committee current Vice Chair
- CF Research Review Committee
- CF Institutional Effectiveness Committee
- CF Institutional Research Committee
- CF Learning Theme Committee
- CF Academic Petitions Committee
- CF Student Success Committee
- CF Search Committees
- CF Calendar Committee
- CF Health Occupations Admission Committees
- CF Faculty Promotion Committee

Community Work

- Performing Arts Conservatory: Owner
- United Way
- Dentistry from the Heart
- FreeDOM Health Clinic

Awards

Chancellor's Award for Champion of Service Volunteer Florida awarded by Governor Scott	December 2014
Exemplary Practice Award for Florida Awarded by Chancellor Hanna	June 2014
Constellation Award for Outstanding Educational Program College of Central Florida	May 2010

Service to Education Blessed Trinity School, Ocala, FL	May 2006
Degree Audit Implementation College of Central Florida	May 2004
Kappa Delta Pi University of Central Florida	November 1996
Gabor Award - Outstanding College of Central Florida Employee College of Central Florida	May 1995
FACC/CF Activities Award Central Florida Community College	May 1995

References

Ms. Debbie Bowe, Dean, Student Success



Dr. Stephanie Cortes, DNP, ARNP, CPNP-PC Dean, Health Sciences



Dr. Lee J. Martin, Ph.D. Department of Pathology



Dr. Mark Paugh, Ph.D., Vice President Academic Affairs

