

STELLA B. ZARAGOZA

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SUMMARY OF QUALIFICATIONS

- Educator, teacher, trainer, and mentor with five years of online teaching experience in higher education relative to human resources development; over 23 years of added IT experience in distance education.
- Designed and delivered instructional videos for cross-training purposes to staff in a K-12 environment for management of courses, counselors, instructors, and reporting on the current SIS, LMS.
- As an educational leader, delivered two distance learning-related program reviews and a presentation at a national conference.
- Prior experience includes office management, inventory management, and communications.

EDUCATION

Candidate, Ph.D. Management Leadership and Organizational Change	Expected 2020
Walden University, Minneapolis, MN	
Dissertation/Doctoral Study Topic: "Cognitive distortion and its effect on IT performance appraisal ratings"	
Master of Philosophy in Management	2019
Walden University, Minneapolis, MN	
Master of Arts in Management - Human Resource Management	2009
Wayland Baptist University, Lubbock, TX	
Bachelor of Business Administration - Management Information Systems	1996
Texas Tech University, Lubbock, TX	
<i>Minor:</i> Spanish	

TEACHING EXPERIENCE

Adjunct Instructor, "HRDV 3308 Employee and Labor Relations"	2015-2019
Texas Tech University, Lubbock, TX	
<ul style="list-style-type: none">• Engage students via online course in preparation for class assignments, discussion boards, quizzes, collective bargaining simulations, and final research paper; administer all grades.	
Adjunct Instructor, "HRDV 3305 Staffing Strategies Human Resource Development"	2014, 2017
Texas Tech University, Lubbock, TX	
<ul style="list-style-type: none">• Engage students via online course in preparation for class assignments, discussion boards, ppt presentations, quizzes, and final research paper; administer all grades.	

- Adjunct Instructor, “HRDV 2301 Introduction to Human Resource Development”** **2016, 2020**
 Texas Tech University, Lubbock, TX
- Engaged students via online course in preparation for class assignments, discussion boards, handbook review, and case study memo; administered all grades.

RELATED EXPERIENCE

- Creator/Trainer/Presenter** **2015**
 Application Development & Support, Texas (ADS) Tech University, Lubbock, TX
- Created videos with explicit documentation for cross-training purposes and the management of courses, counselors, instructors, and relative reporting on the current SIS, LMS at TTUUSD.

- Researcher/Author/Presenter** **2010**
 IT Self-Study University College, Texas Tech University, Lubbock, TX
- Conducted an IT self-study relative to distance learning, which assessed IT-related central issues, functional underlying problems, comparisons/contrasts to other institutions; researched alternatives, recommendations, and implementation plan; identified constraints with a SWOT analysis involving key internal stakeholders.
 - Presented the explicit documentation of findings to the Dean of University College.

- Researcher/Co-Author/Presenter** **2009**
 UNR Independent Learning Program Review, University of Nevada – Reno, NV
- Invited by UNR to participate in a program review with three other team members that assessed the independent learning program involving key internal stakeholders including the areas of administration, staff, curriculum and instruction, faculty support, student support, evaluation and assessment, and the IT areas; identified constraints with a SWOT analysis.
 - Presented the explicit documentation of findings to the Dean, Vice-Provost, and Provost of the UNR Independent Learning program.

CONFERENCE PRESENTATION

Zaragoza, S. (2009, November). *UNR independent learning program review*. A presentation with team review members at the American Association for Collegiate Independent Study (AACIS) Annual Conference. Montgomery, AL.

PROFESSIONAL AFFILIATIONS

Treasurer, Association for Distance Education & Independent Learning	2018-2020
At-Large Board Member, Association for Distance Education & Independent Learning	2015-2019
Member, Golden Key International Honor Society, Walden University	2013-present
Member, National Association of Professional Women	2014-present
Member, Society for Human Resource Management	2015-present
Member, Texas Tech Alumni Association	1997-present

AWARDS

Andersen Consulting Scholarship Recipient, Texas Tech University	1995-1996
West Texas Chapter of DPMA Scholarship Recipient, Texas Tech University	1995-1996

LANGUAGES

English – proficient
Spanish – proficient