

Curriculum Vitae

Diana Marquez Urrutia

Richland College

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EDUCATION

- 2003-2005 M.A. in T.E.S.O.L, University of Texas at Arlington
- Summer 2003 University of North Texas, Linguistic course: 3 hrs.
- 1997- 1998 Graduate Latin Area Studies course, University of Texas at Dallas
- 1986 – 1992 B.B.A. in Management, Texas Tech University

TEACHING EXPERIENCE

- Fall 2009 to present On-line ESOL Reading and Writing/Grammar
- Fall 2003 to Fall 2009 ESOL Listening/Speaking, Reading, and Writing/Grammar
- Spring 2002 Restart ESL Continuing Education Program
- Fall 2001 to Fall 2003 ESOL Listening/Speaking

TRAINING

- National Community College Hispanic Council Fellow 2014
- DCCCD Instructional Administration Graduate 2010
- DCCCD VOE (Visions of Excellence) Graduate 2007
- Completion of Richland College LENS (Learning Exchange Networks) Program
- Cooperative Learning Workshops in Teaching
- ThunderBolt eCampus Training
- SoftChalk Software Blackboard Training
- ISEE (Interactive Spoken English Exam) Proctor
- Advisement in ESOL Placement
- NAFSA F1 Visa Regulation Step One and Step Two Professional Training Certification
- Facilitator for ESOL Listening/Speaking Calibration Sessions
- Texas Quality Award Examiner 1999-2000

PROFESSIONAL CONFERENCES AND PRESENTATIONS

- TextESOL V Regional Fall 2007 Conference Presenter: Crucible of Leadership and Opportunity
- TxTESOL 2006 State Conference Presenter: LEO (Learning English On-Line) Vietnamese Project
- South Central Association of Language Learning Technology 2006 Conference Presenter: Examining Institutional, Faculty and Student Readiness for CALL
- League for Innovation 2006 Conference on Information Technology
- Teaching for a Change 2006 Conference

- Summer Institute for Intercultural Communication
- National Institute for Leadership Development Program (NILD)
- Llaves del Exito Volunteer
- LULAC High School Leadership Academy
- Richland College's New Images Session: Hispanic Summit
- Dia de la Familia Outreach Program

HONORS, NOMINATIONS AND AWARDS

- Richland College August 2015 Administrator of the Year Recipient
- Richland College August 2012 Jean S. Griffith Student Development Award Recipient
- Richland College August 2012 Nomination for Administrator of the Year
- Innovation of the Year Nomination: ESOL Corner
- Richland College August 2011 Nomination for Administrator of the Year
- Richland College September 2007 Employee of the Month
- Innovation of the Year 2009 Nomination: Model UN Richland College Initiative
- Innovation of the Year 2008 Nomination: ThunderBolt Team Member
- Innovation of the Year 2006 Recipient: Los Patos Listos
- Innovation of the Year 2005 Nomination: LEO (Learning English On-Line) Vietnamese Project

PROFESSIONAL EXPERIENCE

- Aug 2015 – present **Instructional Dean, School of World Languages and Communications, Richland College**
- Aug 2009 – Aug 2015 **Associate Dean, School of World Languages and Communications, Richland College**
- Aug 2007 – Aug 2009 **Full-time Faculty for ESOL Listening and Speaking, Richland College**
- Aug 2006 – Aug 2007 **Visiting Scholar: Lead Faculty for ESOL Listening and Speaking, Richland College**
- Aug 2005–Aug 2006 **Interim Coordinator for ESOL Listening/Speaking Program, Richland College and maintained Instructional Specialist III duties**
- Aug 2003–Aug 2005 **Instructional Specialist III**
- Aug 2001 – Aug 2003 **Adjunct ESOL Faculty, Richland College**
- Jan 1999 – Aug 2003 **International Student Specialist, Richland College**
Lead International Student Specialist and Primary Designated School Official
- June 1994- Jan 1999 **Student Programs and Resources, Department Assistant II/Student Program Development Specialist, Richland College**
- May 1998- July 1998 **Texas Alliance for Minority Participation Part-time Coordinator, Richland College**
- July 1992- April 1994 **International Graduate Secretary II /Interim Admissions Evaluator, Texas Tech University**
- May 1985-May 1989 **Accounting Administrator, Responsive Services International**