

Curriculum Vitae

Elisa N. Garcia, BS, MBA
9217 La Prada Dr.
Dallas, Texas 75228
(214) 240-8621
ElisaMBA8@gmail.com

Education

Amberton University, Garland, TX
MBA, Masters in Business Administration/Strategic Leadership

University of Texas at Arlington, Arlington, TX
B.S. in Management and Organizational Leadership

Collin College, Plano, TX
Certification of Human Resource Management

Dallas County Community College District (DCCCD) – Professional Development - 2013-2014 Career Institute Leadership Program Graduate

Professional Certifications

Licensed Notary Public of the State of Texas – Bonded and Insured, 2015-Present
Internal Revenue Serv. (IRS) Certified- Intake/Interviewer, Processor
Toastmasters International Professional

Teaching Experience

ADJUNCT PROFESSOR- Eastfield College, Mesquite, TX January 2012–Present

Discipline – Business and Management – Courses: *Principles of Management (BMGT 1327)*, *Introduction to Business (BUSI 1301)*, *Personal Finance (BUSI 1307)*, *Principles of Marketing (MRKG 1311)*.

Discipline – English as Second Language –Courses: *Reading, Writing, Grammar, Listening, Speaking, ESOL-0042, ESL Levels 1, 2, 3, 4.*

ADJUNCT PROFESSOR- Cedar Valley College, Lancaster, TX August 2010-2012

Discipline – English as Second Language –Courses: *GED, Civics, English for Speakers of Other Languages Listening/Speaking ESOL-0032, Reading ESOL-0042, ESL Level 1, 2, 3, 4.*

Instructional Modes

- Lecture
- Hybrid
- Online

Research

The Effects of Degree Completion of Traditional Students Versus Nontraditional Students

Publications/Presentations

“Am I Finished Yet- The Steps to Graduation”, presented at the 2014 Annual UCAN Conference in Plano, Texas.

“Finishing Your To-Do’s: Time Management”, presented at the 2010 Annual Texas Community College Technology Forum

Relevant Professional Experience

Eastfield College - Dallas County Community College District (DCCCD)

Undergraduate Academic Advisor: General Advising All degree and certificate Majors, TSI, Probation, Transfer, Career/Technical Education, International, Dual Credit, Early College High School (ECHS), PTECH advisor

College Transfer Liaison

Testing Center Proctor

Dallas County Community College District – Communications Management - Member – 2009-May 2017
Mesquite, Texas

Cedar Valley College – Dallas County Community College District (DCCCD)

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Academic Faculty Program Advisor

International Advisor

College Transfer Liaison

Testing Center Proctor

Dallas County Community College District – Communications Management – Member & Chair June 2009- May 2017

Collin College – Plano, Texas

Academic General Advisor

Business and Management Undergraduate Degrees and Certificate Advisor

Natural Sciences Department Embedded Academic Advisor