

# Miranda M. Phillips, Ph.D.

*Experienced and self-motivated professional with demonstrated capability of providing comprehensive delivery of strategic curriculum and course development.*

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## Teaching Experience

Lamar State College Orange, Orange, Texas

**Adjunct Instructor and Course Developer**, August 2023 to present

- Developed and taught online General Psychology to dual credit students
- Utilized Blackboard learning management system for course creation and delivery

Lamar Institute of Technology, Beaumont, Texas

**Adjunct Instructor and Course Developer**, January 2021 to December, 2023

- Developed and taught online General Psychology to dual credit students
- Collaborated to develop course around an open source text
- Utilized Blackboard learning management system for course creation and delivery

Golden Gate University- San Francisco, CA

**Adjunct Instructor and Course Developer**, April 2016 to Present

- Developed two courses for the Industrial Organizational Psychology graduate program. These were the first two online classes created for the IO Psychology graduate program.
- Utilized Moodle learning management system for course creation and delivery.
- Graduate courses developed and taught as needed:
  - Applied Psychological Research
  - Tests and Measurements

Post University- Waterbury, CT

**Online Associate Psychology Instructor**, January 2012 to May 2018

- Utilized Blackboard learning management system.
- Graduate courses taught:
  - Human Services- Ethics and Diversity
- Undergraduate courses taught:
  - Psychology Capstone Course
  - Drugs and Behavior
  - Educational Psychology
  - Abnormal Psychology
  - Adolescent Psychology
  - Child Development
  - Fundamentals of Psychology I
  - Fundamentals of Psychology II

Texas A&M Central Texas- Killeen, TX

**Adjunct Instructor and Course Developer**, April 2016 to May 2017

- Utilized Blackboard learning management system for course creation
- Undergraduate courses developed and taught:
  - Educational Psychology
  - Applied Behavior Analysis

## Professional Experience

University of Texas MD Anderson Cancer Center- Houston, TX , December 2021 to Present

### **Program Director, Academic Operations**

- Assist in the development of SACSCOC Quality Enhancement Plan (QEP) Faculty Development for the School of Health Professions.
- Designs and delivers or contracts with consultants and specialists to deliver curriculum and educational materials to teaching faculty.
- Develops and implements programs around faculty development.
- Assists and supports SHP faculty and programs with online instructional design and development.
- Assists with the evaluation and development of all SHP curriculum related to the SHP's QEP.
- Researches and implements technology tools and techniques to benefit all forms of learning.
- Assists in providing oversight in SHP's online courses.
- Provides feedback and establishes goals for improving the SHP's QEP curriculum based on evaluation data.
- Works collaboratively with the Office of the CETO to coordinate educational activities.

Lamar Institute of Technology- Beaumont, TX, March 2018 to December 2021

**Associate Vice President of Strategic and Workforce Initiatives**, May 2021 to December 2021

**Dean of Strategic and Workforce Initiatives**, January 2019 to May 2021

- Planned, managed, developed, and evaluated Workforce Education Department (WED) workforce training and dual enrollment courses to support the Lamar Institute of Technology (LIT) vision and goals.
- Ensured the continuing education courses and corporate training are in keeping with changing workforce demand.
- Pursued external funding and resource development opportunities for continuing education and dual enrollment courses.
- Developed effective relationships with local business and industry representatives in identifying workforce development programs.
- Reviewed and recommended policy regarding workforce education and participates actively in relevant local boards and committees.
- Served as a central point of contact for dual enrollment and early college high school agreements with area school districts.
- Coordinated the application and distribution of the LIT's Carl D. Perkins grant awards.
- Developed and monitors dual enrollment and early college high school opportunities with area school districts.
- Coordinated with the Executive Director of Marketing to develop promotional material to promote continuing education and dual enrollment courses.

**Dean of Student and Academic Success, March 2018 to January 2019**

- Ensured accountability and compliance of student affairs and instructional programs with federal/state laws and regulations, and SACS-COC, TSUS and LIT policies and procedures.
- Developed and maintained strong professional relationships across student success programs and instructional programs.
- Assisted the VPSAS in planning, developing, and administering the budget for the student and academic success divisions.
- Coordinated with LIT divisions on an array of supportive programs and services for targeted populations to increase enrollment and retention.
- Provided instructional leadership in collaboration with Department Chairs, faculty, administrators, and staff.
- Worked closely with businesses and employers to ensure occupational programs meet the current and future workforce needs of the community.
- Provided leadership in enrollment management, educational master planning, and overall instructional effectiveness.
- Assisted in the preparation and distribution of the college catalog, faculty handbook, student handbook, schedule of courses, and other related documents.
- Submitted curriculum changes and additions to appropriate state and accrediting agencies.
- Worked cooperatively with Institute personnel in developing processes which are student-friendly and supportive of student success.

*Selected contributions:*

- Wrote the Beaumont ISD Next Generation proposal to establish a fully dual-enrolled High School Career Center aligned with LIT programs – expected to increase enrollment by 600 students over the two-year phase-in.
- Served as grant reviewer and scorer for TEA Technology Grant
- Created strategy that resulted in 8% fall increase in student enrollment.

**Beaumont Independent School District – Beaumont, TX, July 2005 to March 2018**

**Director of Career and Technical Education, August 2016 to March 2018**

- Responsible for developing all CTE programs at the secondary level into coherent sequences, culminating industry certifications, dual enrollment opportunities, and meaningful work-based opportunities for students.
- Supervised 57 Career and Technology teachers district-wide and provide curriculum support and program development support.
- Planned and coordinated professional development opportunities for CTE teachers and Career and College Readiness Coordinators.
- Supervised and coordinated activities for the three campus Career and College Readiness Coordinators.
- Managed the Perkins budget and local budget for all district career and technology programs
- Coordinated all grant activities and grant fund management associated with the ECHS Innovative Academy
- Established advisory boards for various programs in the district, including the newly established Agricultural farm and Innovative Academy.
- Coordinated Early College High School activities and program development, including establishment of the crosswalk.

- Collaborated to establish Texas pilot for the Jobs for American Graduates program at Central High School.
- Assisted campus administrators in hiring and evaluating CTE teachers. Participate in the recruitment, selection, and training of CTE teachers and make recommendations relative to personnel placement, assignment, retention, discipline, and dismissal.
- Ensured state and federal data compliance for all CTE program district data.
- Coordinated college and career fairs on all three high school campuses.

*Selected contributions:*

- Wrote the original designation application for the Early College High School, which was approved in 2016.
- Wrote and received (in collaboration with Lamar Institute of Technology's tea) the \$375,000 Innovative Academy Grant (2016).
- Wrote and received the Perkins Reserve grant for a \$75,000 auto technology lab upgrade (2017).
- Wrote and received (Jobs and Education for Texans) JET grant for a \$130,000 welding lab upgrade (2018).
- Established a robust agricultural program maximizing use of facilities at the Bennie Hickman Agricultural Farm.
- Established a dual enrollment pathway to CNA certification for medical magnet students via LIT's CNA program.
- Increased the number of industry certifications attained for students on the three campuses and Taylor Career Center by over 200% in two years.
- Established a precedent for mandatory career exploration course for all 7<sup>th</sup> graders utilizing Texas 21 career exploration curriculum.

**Director of Guidance and Counseling, April 2016 to January 2017**

- Responsible for oversight of 48 counselors and development of counseling programs on 30 campuses for the district.
- Oversaw the development and implementation of a balanced, comprehensive, developmental counseling program that was consistent with district goals and objectives and included guidance curriculum and responsive services for students.
- Ensured that individual students and their parents were provided the resources and guidance to plan, monitor, and manage the student's educational and career development including creation and review of personal graduation plans and information about post-secondary opportunities.
- Coordinated with school and community personnel to bring together resources, materials, and programs for a comprehensive guidance and counseling program.
- Assisted campus administrators in hiring and evaluating school counselors. Participated in the recruitment, selection, and training of school counselors and made recommendations relative to personnel placement, assignment, retention, discipline, and dismissal.
- Coordinated registration, course selection, and master scheduling for all campuses.

*Selected contributions:*

- Created a shared resource drive for each level of counseling to streamline procedures, policies, and resources into one shared space.
- Worked with student services to create an online 4- year planning program through TEAMS that interfaces with the student scheduling component.
- Collaborated with Associate Superintendent to completely overhaul the course catalogue.

- Developed a district-wide emergency plan and response team plan for response to crisis situations.
- Served as Director of Guidance and Director of Career and Technical Education simultaneously for one semester.

**Vocational Guidance Counselor**, July 2006 to April 2016

- Responsible for recruitment and selection of appropriate students for CTE programs
- Developed CTE programs leading to certifications and licenses that prepare students for immediate employment upon graduation from high school
- Fostered community relations for programs, including recruitment of speakers for each program.
- Created master schedule and scheduled CTE students
- Handled administrative tasks such as discipline and other assistant principal duties
- Served as interim principal for one semester (Spring 2015) while the principal was assigned to another campus

**Middle School Guidance Counselor**, July 2005 to July 2006

- Sole counselor for over 1,000 middle school students.
- Coordinated TAKS testing for entire school
- Created master schedule and scheduled all students
- Created counseling support groups in response to Hurricanes Rita and Katrina.

Surrogacy Specialists of America- Houston, TX

**Home Visit Counselor for Prospective Surrogates**, July 2005 to February 2012

- Met with prospective surrogate mothers in their home environments to assess whether the environment would be conducive to a safe pregnancy for surrogacy
- Developed comprehensive reports evaluating the home environment and family interactions in potential surrogate's home
- Lead surrogate support group meetings
- Conducted clinical interviews with prospective egg donors
- Discussed fertility options with couples and helped to select compatible egg donors

Little Cypress Mauriceville High School – Orange, TX

**Biology and Anatomy & Physiology Teacher**, July 2002 to July 2005

- Taught Anatomy and Physiology and Biology
- Sponsored JV cheerleaders and UIL Science Team

Woodrow Wilson Middle School – Port Arthur, TX

**General Science Teacher**, August 2001 to July 2002

- Taught six sections of general science
- Named Woodrow Wilson's "Rookie of the Year"
- Sponsored the TET Vietnamese Student Association club

Spindletop MHMR- Port Arthur, TX

**Children's Caseworker**, January 2001- August 2001

- Worked with children with behavioral and/or emotional problems on an individual basis in the home and school environments

- Assisted guardians of these children by providing guidance concerning the best way to help the children to overcome their problems and succeed
- Coordinated a summer day-program for children with emotional problems

## **Educational Background**

### **Northcentral University, Prescott Arizona**

- Ph.D. in Psychology, Specialization in Health Psychology, August 2015
- GPA: 3.98

### **Lamar University, Beaumont, Texas**

- Master's in Education, Counseling and Development, May 2004
- GPA: 4.0
- Received the Leadership Award

### **Texas A&M University, College Station, Texas**

- B.S. in Psychology, December 2000
- GPA: 3.75
- Graduated with Magna Cum Laude Honors

## **Professional Certifications**

- Creating and Inclusive and Supportive Online Learning Environment Microcredential- Association of College and University Educators (ACUE), November, 2023
- Sam Houston State University Online Instruction Certification, 2023
- Real Colors Facilitator Certification, 2022
- Collaborative Institutional Training Initiative Certification, 2015
- Blackboard Instructional Training, 2016
- School Principal Certification, 2008
- School Counselor Certification, 2004
- Secondary Biology Teaching Certification. 2004
- Earth Science Teaching Certification, 2003
- Clinical Hypnotherapist Certification, 2006

## **Professional and Civic Organizations**

- Leadership Southeast Texas member and Advisory Committee member, 2017- Present
- Youth Leadership Southeast Texas Program Co-Chair, 2017- Present
- Division Chair -Advancing Education and Workforce Committee- Chamber of Commerce, 2019- Present
- Texas Education Agency Statewide Energy Industry Advisory Committee, 2018- Present
- Leadership Beaumont Youth Program Committee, 2016- 2018
- Lamar University School Counseling Program Advisory Board Member- 2016-2018

## **Publications**

- Walker, J., Phillips, M., Stones, A., & Harris, S. (2020, May 20). A Global Mass Traumatic Event: Considerations for Critical Incident Stress Debriefing During the COVID-19 Pandemic. Retrieved May 20, 2020, from [https://icisf.org/considerations-for-critical-incident-stress-debriefing-during-covid19/?utm\\_source=DNA+Subscribers](https://icisf.org/considerations-for-critical-incident-stress-debriefing-during-covid19/?utm_source=DNA+Subscribers)
- Walker, J.M. and Phillips, M.M. (2018). The impact of workplace bullying. *Association of Workplace Investigators Journal*, 9(4), 1-5.
- Harris, S., Walker, J.M, Thomas, J., Phillips, M., & Stones, A. (2018). A National Legacy Framework for Comprehensive and Sustainable Access to Mental Health Services for Indigenous Children and Youth Mental Health in Canada. *The Canadian Journal of Native Studies*, 38(2), 145-164.

## Presentations

- Phillips, M. Podcast contributor. “Episode 3: Apprenticeships.” New World Workforce. November 2, 2023. [https://youtu.be/6pDL\\_iHU-D4?feature=shared](https://youtu.be/6pDL_iHU-D4?feature=shared)
- Phillips, M., Robinson, C. & Clapp, B. (2023, October). *Building a Pipeline: Dwyer, M.D. Anderson \* The HCC Gulf Coast Apprenticeship Hub*. Presented at the National Council for Workforce Education (NCWE) national conference in Baltimore, Maryland.
- Sizemore, M, Phillips, M., Hoggatt-Krumweide, & Hu, P. (2022, October) *Advancing Interprofessional Education in SHP*. Poster presentation at the Association of Schools Advancing Health Professions conference in Long Beach, California.
- Phillips, M. and Sizemore, M. (2022, August 5). *Building a Continuous Culture of IPE in SHP*. Presented at the Texas IPE Consortium.
- Phillips, M. and Sizemore, M. (2022, May 12). *Creating a culture of IPE in SHP*. Presented at the 2022 TEACH-S Educational Symposium.
- Phillips, M. (2021, June 22) *Reskilling Grantee Workshop: Innovations in adult learner outreach and engagement*. The Higher Education Coordinating Board. Panelist.
- Phillips, M. (2021, June 14) *Bridging the skills gap*. Presented at the Chamber of Commerce Beaumont Champions workforce event in Beaumont, Texas
- Phillips, M. & Reeser, M. (2021, April). *Statewide Workforce Strategy Series: Technical Education Programs Meeting*. Texas Economic Development Corporation. Keynote speaker
- Phillips, M. (2021, April). *Workforce Development and Support Role of Education in Preparing a Sustainable Workforce*. Golden Triangle Business Roundtable. Panel presentation
- Phillips, M. and Mix, K. (2021, September 21). *Workforce training programs at LIT*. *Workforce Solutions Southeast Texas Podcast*.
- Phillips, M. (2020, September). *Workforce Development and Training Update*. Golden Triangle Business Roundtable. Keynote speaker.
- Phillips, M., Pharis, M., and Cruz, M.A. (2018). *Uniting with the Industry/IHE Partners to Overcome Challenges*. Presented at the College and Career Readiness Summit 2018 in Arlington, Texas.
- Phillips, M. and Lamartiniere, K. (2018). *Early College High School*. Presented at the Region 5 Curriculum Conference in Silsbee, Texas.
- Phillips, M. and Lamartiniere, K. (2018). *Dual Enrollment and College Career and Military Readiness*. Presented at the Region 5 CCMR Summit 2018 in Beaumont, Texas.

## Grants

- Accelerating Student Success Implementation Grant Program Award. (2022). \$180,000. Texas Higher Education Coordinating board. Established funds for CRM implementation for UT MD Anderson School of Health Professions.
- Accelerating Student Success Planning Grant Program Award. (2022). \$45,000. Texas Higher Education Coordinating board. Established funds for CRM implementation for UT MD Anderson School of Health Professions.
- Accelerating Credentials of Purpose and Value Planning Grant Program Award. (2022). \$50,000. Texas Higher Education Coordinating board. Established funds for Mammography ATC Certification program for UT MD Anderson School of Health Professions.
- Texas Reskilling and Upskilling for Education (TRUE) Institutional Capacity Consortia Grant. (2021) \$781,000. Texas Higher Education Coordinating Board. In consortia with Lamar State College Orange and Lamar State College Port Arthur to support establishment of a regional truck driving academy.
- Texas Reskilling and Upskilling for Education (TRUE) Institutional Capacity Grant. (2021). \$245,430. Texas Higher Education Coordinating Board. Established funds for electrical program with imbedded NCCER training.
- Texas Education ECHS Planning and Implementation Grant. (2021). \$150,000. Co-wrote in collaboration with High Island ISD.
- Texas Workforce Commission Women's Entrepreneurship Bootcamp Grant. \$35,000. Co-wrote in collaboration with Texas Workforce Solutions.
- Texas Workforce Commission Dual Credit Equipment Grant. \$189,280. 2019-2020. Co-wrote in collaboration with Jasper ISD team for establishment of Cyber Security program.
- Texas Workforce Commission JET Grant. \$130,000. 2018-2019. Wrote grant to establish Welding labs for dual credit programs at Beaumont ISD's Taylor Career Center.
- Perkins Reserve Grant. \$75,000. 2018. Wrote grant to upgrade Auto Technology lab at Beaumont ISD's Taylor Career Center.
- Industry Cluster Innovative Academy Grant. \$375,000. Co-wrote in collaboration with Lamar Institute of Technology's team and subsequently managed grant. Established labs for Process Technology and Instrumentation pathways at Beaumont ISD's Early College High School.

## Awards and Honors

- 40 Under 40 Award Recipient, 2018 -*Awarded by the Beaumont Chamber of Commerce*
- Leadership Award, 2004- *Awarded by the Lamar University Leadership Department*
- Perfect Academic Record Award, 2004- *Awarded by the Lamar University Counseling Department*