

**Paula Wood, Ph.D.**  
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## **COURSES TAUGHT**

BADM215 Business Communications  
BEDU460 Coordination Tech Voc Educ  
BEDU450 Admin & Supervision Voc Educ

## **EDUCATION**

1999      Ph.D. - Philosophy  
            Virginia Polytechnic Institute and State University  
            Blacksburg, VA

1992      M.Sc. - Education, College and Community Counseling  
            Longwood College  
            Farmville, VA

1986      B.Sc. - Business Education  
            Longwood College  
            Farmville, VA

## **CERTIFICATES**

1992                      Certified Professional Secretary  
2002                      National Board Certified Teacher

## **WORK EXPERIENCES**

### **Academic**

August 2003 - - Current                      Assistant Professor  
  School of Business and Economics, Fayetteville State University  
  Fayetteville, North Carolina  
  Teaching Business Communication, Administration and Supervision of Vocational  
  Education, Coordinated Techniques in Vocational Education, and Advanced  
  Computer Concepts -Student Advisor, 20 students -Co-adviser; Phi Beta Lambda;  
  Business Education

August 2000 - June 2002                      Business Teacher  
  Wake Forest-Rolesville HS  
  Raleigh, NC  
  Taught Computer Applications I & II; Curriculum included Business Computer  
  Applications & Web page design with HTML; Office 2000 & Windows 98  
  Coordinated Adult Computer Class that was assisted by student volunteers from  
  school & Wake Forest Seminary

August 1999 - June 2000	Business Teacher Greene County Middle School Snow Hill, NC Taught Business Computer Applications and Keyboarding
August 1987 - June 1996	Business Teacher Bluestone High School Boydton, VA Teacher for Business Computer Applications, Office Systems, Keyboarding, and Entrepreneurship. Advisor for Future Business Leaders of America. Coach for Junior Varsity Academic Bowl. Guidance Counselor & Computer Instructor for evening alt. school
August 1987 - March 1998	Adjunct Instructor Southside Virginia Community College Alberta, VA Taught evening courses in Introduction to Business and Introduction to Management
<b>Non-Academic</b>	
July 2000 - 2000	Assessor National Board for Professional Teaching Standards Durham, NC Assessed Area 6, Family and Community Activities
May 1999 - August 1999	Research Assistant National Center for Research in Vocational Education, Virginia Tech Blacksburg, VA Researched and prepared manuscript for resources for correctional education in Virginia
August 1997 - July 1999	Graduate Teaching Assistant Vocational/Technical Education, Virginia Tech Blacksburg, VA Spring, 1999 - Office Administration Fall, 1998 - Small Business Management Office Procedures and Technology (independent study) Spring, 1998 - Office Procedures and Technology (independent study) Fall, 1997 - Office Procedures and Technology
August 1996 - May 1999	University Supervisor Vocational/Technical Education, Virginia Tech Blacksburg, VA Supervised student teachers (total of 22) during their practicum experiences. Facilitated a six-hour field study for each student teacher. Arranged and coordinated on-campus seminars for all Vocational Technical Education student teachers
July 1995 - August 1996	Emergency Social Worker Southside Community Services Board South Hill, VA

Handled crisis intervention calls nights and weekends for county mental health; counseled in county jail, hospital emergency room, and police station; coordinated crisis arrangements for persons needing additional mental health treatment or hospitali

May 1992 - August 1992

Master's Internship

Vance-Granville Community College

Henderson, NC

Advised students, administered tests, and assisted career counselor

December 1986 - November 1987

Vice President and Program Coordinator

Growth Orientation, Inc. (private prison reform program in Florida)

Bracey, VA

Interviewed prisoners, counseled prisoners, and coordinated office activities during absence of owner/president

## INTELLECTUAL CONTRIBUTIONS

### Refereed Journal Publications

2007. Gurley K, Wood P, Nijhawan I. The Effect of Punishment on Ethical Behavior When Personal Gain is Involved, *Journal of Legal, Ethical and Regulatory Business*, 10 (1) pp. 91-104
1999. Bayliss L, Collins D, Dobbins T, Fravel T, LaBoone P, Lichty, M., Werth, P., Wood, P., & Hirt, J.. An assessment of skill levels among user groups on campus, *1. Journal Being Petitioned*, 5 (2) pp. 11-27

### Refereed Proceedings and Presentations

2007. Hogan B, Wood P, Herd A . Newspaper coverage of human resource management issues: implications for business curricula, *Proceedings of the 2007 Society of Industrial Relations and Human Resources Conference*, Louisville KY
2007. Hogan B, Wood P, Herd A . “ Real Time” HRM: The use of current events in Human Resources Instruction, *Proceedings of the 7th Annual Hawaii International Conference on Business*, Honolulu Hawaii
2006. Herd A, Wood P, Hogan B . The relation of self-directed learning and environment preferences to learning outcomes at an HBCU, *Proceedings of the 2006 Society of Industrial Relations and Human Resources Conference*, Louisville KY
2006. Hershey L, Ashraf M, Wood P . A Comparison of Teaching Methods and Student Outcomes in the Undergraduate Marketing Principles: Chapter Tests versus Chapter Discussion Questions, *Enhancing Knowledge Development in Marketing*, American Marketing Association, Chicago Illinois
2006. Hershey L, Wood P . Using the Blackboard CMS to Develop Teamwork Skills in Undergraduate Business Communication Class, *Proceedings, Academy of International Business, Southwest Chapter*, Oklahoma City OK
2005. Gurley K, Wood P, Nijhawan I . The Effect of Punishment on Ethical Behavior when Personal Gain is Involved, *Pr Proceedings of the Allied Academies, Las Vegas International Conference*, Las Vegas Nevada
2003. Gurley K, Wood P . What Motivates Ethical Decision Making? Comparison of Ethical Choices among Parents, High School Students and College Students, *Proceedings of the Society of Advancement of Management International Business Conference*, Orlando Florida

### Refereed Proceedings Not Presented

2006. Ann H, Wood P. Learning Preferences and Self-Directed Learning Characteristics Among Business Students at an HBCU, *Proceedings, Southern Industrial Relations and Human Resources Conference*, Louisville, KY
2000. Wood P. Essential Technical Competencies for Beginning Secondary Business Teachers in Virginia, *Proceedings, A Proceedings, Atlantic Coast Business and Marketing Education Conference*, Fayetteville, North Carolina

### Refereed Presentations (Not in Proceedings)

2008. Wood P. "Real-Life" Instruction in Business and Professional Communication Classrooms: An Application of Newspapers and Current Events, *Association for Business Communication Southeastern Conference*, Columbia SC
2008. Wood P. Assessing Oral Presentations with Rubrics. , *Association for Business Communication Annual Convention*, Lake Tahoe NV
2006. Wood P. Learning Preferences and Self-Directed Learning Characteristics Among Business Students at an HBCU, *Twenty-Seventh Annual Southern Industrial Relations and Human Resources Conference*, Louisville Kentucky
2006. Wood P. Appreciating Gender: Communicating Through Our Senses, *Unitarian Universalist Congregation of Fayetteville*, Fayetteville NC
2006. Wood P. Using the Blackboard CMS to Develop Teamwork Skills in Undergraduate Business Communication Class, *Academy of International Business; Southwest Chapter*, Oklahoma City OK
2006. Wood P. Using the Blackboard CMS to Develop Teamwork Skills in Undergraduate Business Communication Class, *International Business, Southwest Chapter*, Oklahoma City OK
2006. Wood P. Top Ten Resume Pet Peeves, *Entrepreneurship High; Terry Sanford High School*, Fayetteville NC
2005. Wood P. Resume, Portfolio, Interview Success, *FBLA/PBL National Fall Leadership Conference*, Fayetteville North Carolina
2005. Wood P. Learning Preferences and Self-Directed Learning Characteristics Among Business Students at an HBCU, *Faculty Research Forum; Fayetteville State University*, Fayetteville NC
2005. Wood P. Communication Styles, Differences in Men and Women, *Woman to Woman; Women's Center of Fayetteville*, Fayetteville NC
2004. Wood P. Effective Communication, *Twelfth Annual University Day*, Fayetteville NC

#### **Non-Refereed Presentations (Not in Proceedings)**

2003. Wood P. Keyboarding Methodology to Increase Student Productivity, *North Carolina Department of Public Instruction; New Teacher Workshop*, Winston Salem NC
2003. Wood P. Carl D. Perkins Reauthorization, *Teaching and Learning Center, FSU*, Fayetteville North Carolina

### **INSTITUTIONAL SERVICE**

#### **University Service**

- 2005 - 2006. Faculty Sponsor, Chancellor's Scholarly Evening, invite and accompany students to dinner with research presentations
- 2005 - 2005. Special Projects or Assignments, Praxis II, Coordinator; Business Education Workshop
- 2005 - 2005. Other Institutional Service Activities, Year End Summit, Facilitator; Appreciative Inquiry workshop
- 2004 - 2004. Other Institutional Service Activities, Student Mental Wellness Awareness, (Responding to Students with mental Disorders: Law and Policy Issues), Representative for SBE
- 2004 - 2005. Faculty Sponsor, Lunch Buddies, University and community project to share lunch with identified students in local public schools
- 2003 - Current. Other Institutional Service Activities, Phi Beta Lambda, CoAdvisor; attend and plan meetings and conferences; transport students; prepare local banquets

#### **College/School Service**

- 2003 - 2008. Committee Member, AACSB Curriculum Committee
- 2003 - 2008. Committee Member, AACSB Faculty Standards Committee
- 2003 - 2008. Committee Member, AACSB Standards of Learning Committee
- 2003 - Current. Faculty Advisor, Business and Information Technology students, approximately 15 students per semester

#### **Departmental Service**

2006 - Current. Other Institutional Service Activities, Representative for Department of Marketing and Business Education, Faculty Senate

## **COMMUNITY SERVICE**

- 2005 - Current. Other Positions Held in Civic Organizations, Women's Center, Board of Directors; secretary; fundraising committee; curriculum committee Planning Committee; First Annual Conference Fayetteville State University – Host; May 2005
- 2002 - Current. Other Community Services, Cape Fear Regional Theatre, Usher and volunteer
- 2000 - 2000. Committee Member, New Choices Program , Advisory Committee
- 2000 - 2000. Other Community Services, Robert E. Lee Boy Scout Troop, Executive council
- 2000 - 2000. Other Community Services, Hundley Annex, Volunteered as coordinator for youth in church and school activities and as individual with patients in the nursing home
- 1997 - 1999. Other Community Services, College of Human Resources and Education Graduate Council, Active in organizing the council and facilitating monthly meetings and social events
- 1990 - Current. Other Community Services, Community Hospice, Charter member and co-organizer. Active volunteer in patient care, fund raisers, and public affairs

## **HONORS AND AWARDS**

2005. Honor, Teaching, Who's Who Among America's Teachers Who's Who Among America's Teachers
1987. Award, Other, Dan Daniel Senior Award for leadership, citizenship, and scholarship Longwood Commencement
1986. Award, Other, Wynne Scholarship for academic excellence in Business Department, Longwood Business Department Longwood
1986. Award, Other, SBEA Scholarship for academic excellence in twelve-state area SBEA
1986. Award, Other, First runner-up Future Ms. Business Teacher, State PBL convention