

JEAN M. PUGLIESE
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Jacksonville, Alabama 36265
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EDUCATION:

SYRACUSE UNIVERSITY – Syracuse, NY
1998
Ed.D. The Administration of Special Education Programs

UNIVERSITY OF MASSACHUSETTS – North Darmouth, MA
1973 – 1976
B.A. Spanish and Massachusetts Secondary School Teacher Certification.
Graduated with High Honors.

UNIVERSITY OF SALAMANCA – Salamanca, Spain
1974 – Semester
Completed a certificate program in Spanish language and culture.

NOTRE DAME COLLEGE – Manchester, NH
1972 – 1973

EXPERIENCE:

**ASSOCIATE DEAN, COLLEGE OF GRADUATE STUDIES AND
CONTINUING EDUCATION, JACKSONVILLE STATE UNIVERSITY –**
Jacksonville, Alabama 36265
February 2003 - Present

The Associate Dean assists the Dean of the College of Graduate Studies and Continuing Education in the overall administration of graduate studies by working effectively with students, staff, faculty, administrators, and external constituents. This position requires excellent interpersonal, oral and written skills; demonstrated leadership ability to coordinate multiple, complex tasks and projects; and commitment to a broad understanding of academic processes including planning, budgeting, curriculum review, student advising, and technical and grant writing.

**PROGRAM CONSULTANT – UNITED CEREBRAL PALSY OF
GREATER BIRMINGHAM** – Birmingham, Alabama 25234

August 1998 – 2003

Serve as Chairperson of the agency's Quality Assurance Committee. Duties included developing meeting agendas, maintaining minutes of meetings, investigating client safety issues and allegations of consumer mistreatment, and the development of an outcomes-based system of program evaluation. Additional duties included grant procurement and assisting/advising Program Directors in the areas of program development and improvement. Also a member of the Alabama Family to Family Health Information Council. The Family to Family Health Information Network was created to improve health care services available to individuals with disabilities and is funded by the Alabama Council for Developmental Disabilities.

**PROJECT CONSULTANT – THE UNIVERSITY OF ALABAMA AT
BIRMINGHAM-CIVITAN INTERNATIONAL RESEARCH CENTER** –

Birmingham, Alabama 35294

August 1997 – 2001

Functioned as a consultant to a four-year project funded by the Centers for Disease Control and Prevention, Office of Disability and Health, Atlanta, Georgia. The focus of this project was the identification of secondary conditions, including risk and protective factors, in adolescents who have a mobility disability. Duties included serving as chairperson of the advisory committee to the project, development of a training curriculum for project participants, conducting training sessions and training of additional instructors. The purpose of the training was to identify the most prevalent secondary conditions for each adolescent and to develop a health promotion plan to address these areas, with the assistance of a health promotion coordinator. The curriculum was developed to be used on a national basis for adolescents with a mobility disability and their families.

**PROJECT DIRECTOR – UNITED CEREBRAL PALSY OF GREATER
BIRMINGHAM** – Birmingham, Alabama 35234

January 1997 – January 1998

Acted as Project Director for a one-year research study funded by the Alabama Developmental Disabilities Planning Council. The purpose of this project was to investigate in greater detail the circumstances under which a caregiver leaves the workforce after his/her child with a disability is born. The focus of this study emanates from an earlier project that identified medical and non-medical secondary conditions in the children with disabilities and their families.

Duties included the development of data collection instruments, analyses of findings and dissemination of study results throughout Alabama and the Nation. Additional duties included participation in a statewide surveillance subcommittee for developmental disabilities. The goal of this subcommittee was to organize and develop an interagency statewide epidemiological surveillance system for developmental disabilities.

CONFERENCE COORDINATOR – UNITED CEREBRAL PALSY OF GREATER BIRMINGHAM – Birmingham, Alabama 35234
October 1997

Acted as Conference Coordinator for a national two-day symposium that focused on the identification and prevention of medical and non-medical secondary conditions in children with disabilities. The conference was funded primarily by the centers for Disease Control and Prevention, Disability Prevention Program in Atlanta, Georgia. Duties included serving as chairperson of the conference planning committee, development of the conference agenda, identifying and securing nationally recognized presenters, and responsibility for all other conference related arrangements.

PROJECT DIRECTOR – UNITED CEREBRAL PALSY OF GREATER BIRMINGHAM – Birmingham, Alabama 35234
October 1994 – September 1996

Functioned as Project Director for a two-year research study funded by the Centers for Disease Control and Prevention, Disability Prevention Program in Atlanta, Georgia. The study was part of the Alabama State and Community-Based Capacity Building Project for the Prevention of Primary Disabilities and Secondary Conditions. The purpose of this project was to investigate the prevalence and severity of secondary conditions in children with cerebral palsy or spina bifida, ages birth to 15 years. Duties included the development of data collection instruments, analyses of findings and dissemination of study results throughout Alabama and the Nation. Additional duties included participation in a statewide surveillance subcommittee for developmental disabilities. The goal of this subcommittee was to organize and develop an interagency statewide epidemiological surveillance system for developmental disabilities.

**PROJECT COORDINATOR – UNITED CEREBRAL PALSY OF
GREATER BIRMINGHAM** – Birmingham, Alabama 35234
January 1994 – September 1994

Functioned as Project Coordinator for a one-year research study funded by the Alabama Developmental Disabilities Planning Council. The purpose of this project was to investigate the prevalence and severity of secondary conditions in children with cerebral palsy, ages birth to 15 years. Duties included the development of research instruments, data collection, data analyses and the dissemination of study results throughout Alabama and the Nation. Additional duties included participation on a statewide surveillance subcommittee. The goal of this subcommittee was to organize and develop an interagency statewide epidemiological surveillance system for developmental disabilities.

**EVALUATIVE RESEARCH ASSOCIATE AND PROJECT
CONSULTANT – UNIVERSITY AFFILIATED PROGRAM, UNIVERSITY
OF MEDICINE AND DENTISTRY, ROBERT WOOD JOHNSON
MEDICAL SCHOOL** – Piscataway, New Jersey – 08854-5635
November 1986 – March 1988

Acted as Project Consultant for the Community Services Curriculum Project. This project focused on training provided to community residential staff, who worked with adults with disabilities, on a statewide basis. Conducted a national search to locate state-of-the-art training models for direct care staff working in community residences. Results were presented at the annual state conference of the New Jersey Chapter of the American Association on Mental Retardation. Functioned as project consultant for the stateside assessment of the New Jersey Home and Community-Based Service Waiver Program for the mentally retarded. The results of the assessment were reported to administrative staff of the New Jersey Division of Developmental Disabilities. Additional duties included training Intake-Eligibility workers assigned to the four geographical regions of the New Jersey Division of Developmental Disabilities. Also, conducted literature searches for state and federally funded grant proposals and assisted in proposal formation.

**UNIT DIRECTOR – COMMONWEALTH OF MASSACHUSETTS,
DEPARTMENT OF MENTAL HEALTH, WRENTHAM STATE SCHOOL**
– Wrentham, Massachusetts 02093
May 1979 – July 1984

Performed senior level administrative duties in one of the eight residential units at an Intermediate Care Facility for the Mentally Retarded. Responsible for assuring the provision of active treatment service plans for 94 adult, ambulatory residents

and the development of full day habilitative programs to meet the group's clinical needs. Performed all personnel-related duties such as hiring, performance appraisal, labor relations as it pertained to promotional opportunity and disciplinary action for 168 staff members assigned to the unit. Unit personnel functioned in the classifications of housekeeping, dietary, maintenance, direct care, supervisory and clinical service providers. Responsible for developing management information systems in order to assure compliance with all applicable institutional policies and procedures, state and federal (Title XIX) regulations and consent decree agreements.

Committee membership included: Resident Transfer Committee; Chairperson, Program Steering Committee; Quality Assurance Committee; Resident Record Committee.

SELECTED PUBLICATIONS:

Wallander, Jan L., Stokes, Billy Ray, and Pugliese, Jean. (2001) Secondary conditions in youth with mobility disability: the UAB adolescent health and development project, group education component. Funded by the Disability and Health Branch, Division of Human Development, National Center on Birth Defects and Developmental Disabilities, Centers for Disease Control and Prevention, Atlanta, Georgia.

Pugliese, Jean M. (1998). Family perspectives on out-of-home placement for the adult-aged family members with a disability: A preliminary study. Doctoral dissertation: School of Education, Syracuse University, New York.

Pugliese, Jean, Ingram, Thomas O., and Edwards, Gary. (1998) Stability of employment status of caregivers who have a child with a disability. United Cerebral Palsy of Greater Birmingham. Birmingham, AL.

Pugliese, Jean and Edwards, Gary. (1997) Secondary and associated conditions of children with cerebral palsy or spina bifida. United Cerebral Palsy of Greater Birmingham. Birmingham, AL.

Pugliese, Jean and Edwards, Gary. (1995) Secondary and associated conditions of children with cerebral palsy. United Cerebral Palsy of Greater Birmingham. Birmingham, AL.

Lutfiyya, Zana Marie, Moseley, Chas., Walker, Pam, Zollers, Nancy, Lehr, Sue, Pugliese, Jean, Callahan, Mike, and Central, Nancy. (1987) A question of community: Quality of life and integration in “small residential units: and other residential settings. Center on Human Policy, School of Education, Syracuse University. Syracuse, NY.

SELECTED SCHOLARLY PAPERS OR PRESENTATIONS:

Pugliese, Jean. (2011, November) Dr. Pugliese was invited to participate in Athens State University Graduate School Symposium, sponsored by the Psi Chi Chapter with assistance from the Student United Way Club. Dr. Pugliese presented Jacksonville State University graduate degree programs and certificates to the College of Arts and Sciences, the College of Business, and the College of Education. Athens, AL.

Pugliese, Jean. (2010, February) Graduate Schools: Organizational Structures-Common Models and Strengths and Weaknesses. Conference of Southern Graduate Schools, 39th Annual meeting, Savannah, Georgia.

Pugliese, Jean. (2009, February) Enrollment Management (recruitment and retention). Conference of Southern Graduate Schools, 38th Annual meeting, Norfolk, Virginia.

Pugliese, Jean, Clark, Louise, Hammett, John, Barkley, Jordan, and Marbut, Terry. (2008, October) Assessing Academic Programs from the Inside Out. October Academe meeting, Houston Cole Library, Jacksonville State University.

Pugliese, Jean. (2007, October) Grant Writing. Alabama Community Development Institute, Houston Cole Library, Jacksonville State University.

Pugliese, Jean. (2001) Grant Writing: An Introduction. United Cerebral Palsy of Greater Birmingham, Inc. Birmingham, Alabama. Two day module developed by Jean Pugliese.

Pugliese, Jean, Edwards, G, Campbell, VA, and Ramey, CT. (1996, November). Secondary and associated conditions of children with cerebral palsy or spina bifida. Annual meeting of the American Public Health Association, New York, NY.

Collier, CB, Hollowell, JH Jr., Edwards, G., Pugliese, Jean, and Campbell, VA. (1994, December). Expected outcomes in individuals with mild mental retardation from consequences described by the International Classification of Impairments, Disabilities, and Handicaps, Presented to the Social Security Administration, Baltimore, Maryland.

Collier, CB, Hollowell, JH Jr., Edwards, G., Pugliese, Jean, and Campbell, VA. (1994, December). A clinic group profile of the consequences of cerebral palsy. Presentation to the Arizona Disability Prevention Program physicians and scientists, Phoenix, Arizona.

Collier, CB, Hollowell, JH Jr., Edwards, G., Pugliese, Jean, and Campbell, VA. (1994, December). Patient profile of the consequences of cerebral palsy as linked in the International Classification of Impairments, Disabilities, and Handicaps. Presentation to the Centers for Disease Control scientific staff, Atlanta, Georgia.

Collier, CB, Hollowell, JH Jr., Edwards, G., Pugliese, Jean, and Campbell, VA. (1994, December). Expected outcomes in individuals with cerebral palsy from consequences described by the International Classification of Impairments, Disabilities, and Handicaps. Presentation to the Social Security Administration, Baltimore, Maryland.

Collier, CB, Hollowell, JH Jr., Edwards, G., Pugliese, Jean, and Campbell, VA. (1994, November). Expected outcomes in individuals with mild mental retardation from consequences described by the International Classification of Impairments, Disabilities, and Handicaps. Presented to the Social Security Administration, Baltimore, Maryland.

CLASSES TAUGHT:

Pugliese, Jean. (2012) Taught PSC 531, Public Personnel Administration.

Pugliese, Jean. (2011) Taught PSC 531, Public Personnel Administration.

Pugliese, Jean. (2009) Served as the Internship Coordinator for a student who was enrolled in the Master of Public Administration program at Jacksonville State University

Pugliese, Jean. (2007) Grant Writing. Community Development Institute, Houston Cole Library, Jacksonville State University. Taught a one day module on the essentials of grant writing. The module was self-developed.

Pugliese, Jean. (2001) Grant Writing: An Introduction. United Cerebral Palsy of Greater Birmingham, Inc. Birmingham, Alabama. Taught a two day module on the essentials of grant writing. Participants were required to produce an outline of a grant proposal at the end of day two. The module was self-developed.

Pugliese, Jean. (2000) Secondary Conditions in youth with mobility disability: The UAB Adolescent Health and Development Project, Group Education Component. Taught a year long course to 20 families who requested to participate in the project. Classes consisted of the identification of secondary conditions in the family member with a mobility disability, and the development of health promotion plans.

TEACHING/RESEARCH INTERESTS:

Graduate level Special Education classes

Grant Writing for Public Officials

Supervising Internship Placements for Graduate Public Administration Students

Qualitative Research Methodology

Seminars Related to Program Evaluation, Needs Assessment and Long Range Planning

CONTINUING EDUCATION:

Sponsored by the Compact for Faculty Diversity. (2011, October). Attended the 18th annual Institute on Teaching and Mentoring. The Institute is the nation's largest gathering of racial/ethnic minority PhD scholars seeking faculty careers in academia.

Dave McFarland, Penson Associates. (2010, May). Fundraiser Strategic Planning and Leadership Workshop for Department Heads and Associate Deans.

Presented by AASCU (2009, November) "Changes that Matter" webinar. Certificate of participation.

National Association of Schools of Public Affairs and Administration (NASPAA) (October, 2005, October, 2006, October, 2007) Attended the NASPAA annual Conference in Washington, D.C., Minneapolis, Minnesota, and Seattle, Washington. Completed training to serve as a site visitor for this organization.

Graduate and Professional School Enrollment Management Corporation (GAPSEMC) (2004, January) How to recruit graduate students: Strategies, Techniques, and Secrets. San Antonio, Texas.

Jacksonville State University - Jacksonville, AL
November 2000
Grant Seeking Fundamentals

October 1995
Microsoft Excel for Windows

June 1995
The Personal Computer: Getting Started

June 1995
Microsoft Windows for Beginners

June 1995
Microsoft Word for Windows

PROFESSIONAL ORGANIZATIONS:

American Association of University Women, member at large, (2009)

American Association for Individuals with Developmental Disabilities, life member

The Association for Persons with Severe Handicaps, life member

The Honor Society of PHI KAPPA PHI, (2003-present)

Alabama Council of Graduate Deans, member (2003-present), Executive Committee (2005-2009, 2010-present)

Conference of Southern Graduate Schools, member (2003-present), Executive Committee (2006-2010), Thesis Award Committee (2004-2008)

Council of Graduate Schools, member (2003-present)

COMMUNITY SERVICE:

Leading Edge Institute, Board of Directors (2009-present). The Leading Edge Institute is a leadership program dedicated to working with college women across the state of Alabama. Participation in the program helps college women develop leadership skills, address critical issues facing Alabama, and inspires them to make a difference in the state.

Downtown Gadsden, Inc Board member (2009-present)

United Way of Etowah County, Board member (2003-2008). Vice President for Planning (2006-2008)

United Way, Success by Six Program, Board member (2007-present)

Community Development Project of East Gadsden, Board member (2003-2005)

Humane Society of Etowah County, fundraising member, (2005)

American Cancer Society, Etowah county Unit, chairperson of annual fundraiser, (1997-2003)

Etowah County Medical Auxiliary, President, (1990-1991)

Health Projects Chairperson, Auxiliary to the Medical Association of the State of Alabama, (1991-1992)

Northeast Alabama Service Council for United Cerebral Palsy, President, (1991-1992)

UNIVERSITY SERVICE:

Visual Arts Society, (2009-present) board member, Jacksonville State University

Kiwanis Club of Anniston, (2009-2010) serve as faculty advisor for the re-established Circle K Club for students, Jacksonville State University

Serve as mentor to the Campus Women's Leadership House, (2008-2009)
Jacksonville State University

Serve as host home for international students, (2008-present) Jacksonville State University

Department of Political Science and Public Administration, served as site supervisor for the practicum placement for a graduate student at United Way of Etowah County. (Summer 2008) Student was required to conduct a community needs assessment including the development of survey instruments, analysis of data, report writing and presentations. Recommendations for a long range plan for the organization were made based on the results of data collection and analysis. Jacksonville State University

Regular contributor to the Legacy Scholarship Fund, Faculty Recital, David L. Walters Department of Music, Jacksonville State University

Admissions Committee, committee member, (2009-present). Jacksonville State University.

Institutional Effectiveness Committee, committee member, (2004-present).
Chairperson of the Assessment sub-committee (2006-2009). Jacksonville State University.

Enrollment Management Committee, committee member (2004-present).
Jacksonville State University.

HONORS AND AWARDS:

Who's Who Among Executives and Professionals, (2009-2010) Edition of The Academic Registry

Appointed as an honored member and biographical candidate to represent Jacksonville State University, (2009) Cambridge Who's Who Registry Among Executive and Professional Women

Leadership Etowah, (2007) asked to participate in their personal development program

SPECIAL SKILLS:

Ability to communicate in Spanish

SPECIAL INTERESTS/HOBBIES:

Dog Obedience Training
Working on Credentials to become a Certified Wine Specialist at the Atlanta Wine School, Atlanta, Georgia

OTHER:

Syracuse University – Graduate Student Advisory Committee, Special Education Representative to the School of Education Assembly.