

## CURRICULUM VITAE

# PAUL RUSSELL ALLEN

**Home:** 915 Chateau Woods Parkway  
Conroe, Texas 77385  
(281) 292-1627  
pk1allen@charter.net

**Business:** Sam Houston State University  
Huntsville, Texas 77341  
(936) 294-1278  
gba\_pra@shsu.edu

## EDUCATION

**Master of Business Administration (M.B.A.)**, Sam Houston State University, Huntsville, Texas. Degree conferred May 1984, Academic concentration in Business Finance, Business Administration, and Economics.

**Bachelor of Business Administration (B.B.A.)** Sam Houston State University, Huntsville, Texas. Degree conferred December 1982. Academic major in Business Education, undeclared minor in Computing Science.

**Associate Degree in Applied Science (A.A.S.)** Navarro College, Corsicana, Texas. Degree conferred May 1980, Core Curriculum requirements satisfied.

## INDUSTRY EXPERIENCE

**Business Entrepreneurship:** Activities associated with new business development.

- Conceive and develop ideas for new business ventures
- Design and develop new product specifications for production
- Target new markets for product design and development
- Develop marketing strategies for market positioning
- Establish business network relationships

**Business Management:** Specific management responsibilities and capabilities.

- Hire and train new employees
- Schedule and manage daily operations of retail and service business
- Purchase new equipment and maintenance of existing inventory
- Develop cash budgets for operations and manage cash flows
- Prepare work schedules and process payroll for employees

**Business Publications:** Professional services available to publishing companies.

- Review and critique proposed works for publication consideration
- Study publications for development and market positioning
- Prepare proposals for new publication presentations
- Author wide range of business and industry publications
- Develop academic and educational publications

## EMPLOYMENT

September 1990 – Present: Academic Division Chair & Business Instructor, Lee College – Huntsville Center for Correctional Education, Texas Department of Criminal Justice, Huntsville, Texas, 77340 (Dean: Ms. Donna Zuniga)

September 1984—August 1990: Lecturer, Department of General Business and Finance, Sam Houston State University, Huntsville, Texas, 77341 (Academic Dean: Dr. Mitchell Muehsam)

September 1983—August 1984: General Manager, Allied Medical Equipment Company, Huntsville, Texas 77340, (Owner: Mr. Gerald Simpson)

January 1983—December 1983: Graduate Assistant, Department of General Business and Finance, Sam Houston State University, Huntsville, Texas, 77341 (Academic Dean: Dr. James Gilmore)

January 1981—December 1983: Assistant Manager of Framing Operations, Franer Gallery, Huntsville, Texas 77340 (Owner: Mr. Tim Franer)

## ACADEMIC EXPERIENCE

**Public Institutions:** University and Community College teaching experience includes both lower level and advanced level courses in Business Administration, Finance and Economics. Teaching experience in Business Administration includes; Principles of Business, Management Supervision, Business Communications and Computer Keyboarding. Teaching experience in Finance includes; Personal Financial Management, Financial Institutions and Markets, Corporate Financial Management and Commercial Bank Management. Teaching experience in Economics includes; Macro Economics, Micro Economics and Consumer Economics.

**Correctional Institutions:** Teaching experience in Business Administration, Finance and Economics in the Texas Department of Criminal Justice correctional education program for offenders at the Ellis Unit, Estelle Unit, Ferguson Unit, Hightower Unit, Walls Unit and Wynne Unit subject to administrative, security and academic requirements of Lee College, Sam Houston State University and Windham School District.

## **PUBLICATIONS**

***“Developing Collaborative Mentoring Partnerships in a Correctional Environment”***, The Mentoring Institute Conference, University of New Mexico, October 24, 2014.

***“Transformation Learning in a Correctional Environment”***, The Mentoring Institute Conference, University of New Mexico, October 30, 2013.

***Study Guide to Accompany Personal Finance: An Integrated Planning Approach***, third edition, Macmillan Publishing Company, New York, NY (1993).

***Instructor’s Manual to Accompany Personal Finance: An Integrated Planning Approach***, third edition, Macmillan Publishing Company, New York, NY (1993).

***Study Guide to Accompany Personal Finance: An Integrated Planning Approach***, second edition, Merrill Publishing Company, Columbus, Ohio (1989).

***Instructor’s Manual to Accompany Personal Finance: An Integrated Planning Approach***, second edition, Merrill Publishing Company, Columbus, Ohio (1989).

***Study Guide to Accompany Contemporary Financial Management***. Merrill Publishing Company, Columbus, Ohio (1987).

***Study Guide to Accompany Personal Finance: An Integrated Planning Approach***, Merrill Publishing Company, Columbus, Ohio (1985).

***Instructor’s Manual to Accompany Personal Finance: An Integrated Planning Approach***, Merrill Publishing Company, Columbus, Ohio (1985).

***Reviewer*** for “Contemporary Financial Markets: Institutions and Innovations in Financial Services”, by William L. Scott. West Educational Publishing, St. Paul, MN (1990).

***Reviewer*** for “Financial Institutions Management”, third edition, by Fred C. Yeager. Prentice-Hall, Inc., Englewood Cliffs, NJ (1988).

**Reviewer** for “Personal Finance: An Integrated Planning Approach”, by Bernard J. Winger and Ralph R. Frasca. Merrill Publishing Company, Columbus, OH (1985).

## REFERENCES

***Ms. Donna Zuniga, Associate Dean***

Lee College

One Financial Plaza, Suite 290

Huntsville, Texas 77340

(936) 291-0452

***Mr. Gary Gibson, Department Chair***

Lee College

One Financial Plaza, Suite 290

Huntsville, Texas 77340

(936) 291-0452

***Dr. R. Dean Lewis, Dean***

Sam Houston State University

Huntsville, Texas 77341

(936) 294-1254

***Mr. Gerald Simpson, CPA***

1400 Woodloch Forest Drive, Suite 140

The Woodlands, Texas 77380

(281) 364-7030