

**Molly J. Vaughn**  
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## **EDUCATION**

### **Ph.D., Higher Education Administration, August 2014**

The University of Alabama, Tuscaloosa, AL

Dissertation Topic: Healthy Living Environment in the Prediction of Stress and Depression Levels of Undergraduate College Students.

Dissertation Chair: Nathaniel J. Bray, Ph.D.

GPA: 3.88

### **M.A., Quantitative Psychology, May 2005**

Middle Tennessee State University, Murfreesboro, TN

Thesis Topic: Differential Item Functioning of the Beck Depression Inventory-II Using Polytomous Item Response Theory.

**Major:** Quantitative Psychology **Minor:** Statistics

GPA: 3.86

### **B.A., Psychology/Spanish, 2002**

University of North Alabama, Florence, AL

**Major:** Psychology **Second Major:** Spanish

GPA: 3.38

## **Other Training**

- SAS Macro Language I: Essentials, SAS Training, Cary, NC, 2012
  - SAS Programming I: Essentials, SAS Training, Atlanta, GA, 2008
  - SAS Programming II: Manipulating Data with the DATA Step, SAS Training, Atlanta, GA, 2008
  - Introduction to Microsoft Excel, Columbia, TN, 2007
  - Advanced Microsoft Excel, Columbia, TN, 2007
  - Introduction to Microsoft Frontpage, Continuing Studies, University of North Alabama, 2006
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## **WORK EXPERIENCE**

### **University of North Alabama, Office of Institutional Research, Planning and Assessment, Florence, AL Associate Director, September 2012-present**

- Offers support, information, and guidance in assisting the Director for the purpose of developing effective vision, strategy, tactics, and procedures for the department
- Proactively anticipates overall institutional strategic decisions based upon data analysis and offers recommendations to the Director for presentation to the Executive Council and the Board of Trustees for the University of North Alabama
- Serves as Director in the absence of the OIRPA Director
- Provides leadership, supervision, performance evaluation, guidance, and encouragement to those employees under supervision
- Develops and maintains a broad understanding of the research, assessment, planning, and reporting

needs of the institution

- Has primary administrative responsibility for all institutional data functions (planning, organization, collecting, entry, collating, analyzing, and reporting)
- Manages and maintains highly confidential and sensitive information and data mandated by institutional, state, and national regulations
- Closely works with academic, administrative, and educational support departments in the production of institutional research, planning, and assessment reports and policy recommendations
- Interfaces with a variety of external agencies and groups (e.g. ACHE, NCES, SACS, NCATE, CCNE, DOE, NCAA) to ensure that UNA complies fully with regulatory reporting requirements, and responds in a timely manner to requests for data by regulatory agencies, accrediting bodies, and professional associations
- Processes state-wide databases each semester and provides continual updates to comply with state legislative mandate
- Anticipates data output needs and plans strategies for data acquisition, entry, analysis, and reporting
- Possesses a substantial knowledge of descriptive and inferential statistics and an array of microcomputer-based applications (i.e. ARGOS, SAS, Excel, Word)
- Serves as resource person for all institution-wide planning and evaluation activities by working with university-wide committees, teams, and individual departments

**University of North Alabama, Office of Institutional Research, Planning and Assessment, Florence, AL  
Coordinator of Analytical Services, September 2006-2012**

- Work closely with Deans and Department Chairs in the compilation and submission of information to various accreditation agencies (SACS, NCATE, ABET, AACSB, CSWE, NASAD, NASM)
- Work closely with the Associate Director and Director in collecting data for various federal and state mandated reports (NCES, ACHE, USNews, NCES, CSRDE, Petersons, NCAA)
- Complete institutional research data reports for key planning groups (COAD, Executive Council, Board of Trustees, and various Shared Governance committees)
- Facilitate the development of strategies for optimizing the interpretation and use of data collected from various campus constituencies for a wide array of institutional use (CAAP exam, Retention/Graduation/Transfer report, Course evaluations, Grade Distributions, CDS)
- Provide assistance to the Director in the areas of research design, instrument validation, data collection, data analysis, interpretation, and graphical representation (White Papers, Survey design, SAS programs)
- Provide leadership, coordination, and technical expertise essential for program evaluation and outcome assessment by academic and educational support areas for documenting institutional effectiveness (meeting with departments concerning assessment options, assisted in designing and utilizing a rubric to assess the Annual Report and Five year departmental reviews)
- Worked closely with the Director and Associate Director in the re-design of a comprehensive filing system to include paper files, electronic file manual, and an electronic data request log
- Design, validate, program, publish, and maintain electronic assessment instruments and surveys for institutional effectiveness research utilizing Qualtrics survey software and SurveyMonkey survey software (Alumni Survey, Campus Climate, Dean/Department Chair evaluations, Employer survey, Graduating Senior survey, Graduate Questionnaire survey, and multiple alumni and departmental surveys)
- Complete a variety of data requests for internal departments and external agencies using ARGOS reports to extract data from Banner and ODS.
- Maintain the highest level of confidentiality and anonymity in dealing with survey responses, student and employee information, as well as research projects delegated directly from the Vice President for Academic Affairs and the President

**University of North Alabama, College of Arts and Sciences, Florence, AL**  
**Adjunct faculty, Psychology Department, Psychological Statistics PY 375-01, Fall 2012**

- Teach material from approved curriculum and develop daily lessons
- Prepare and score homework assignments, class projects, and exams
- Motivate students to participate actively in the classroom and online
- Assist student learning in the statistics laboratory

**Bradford Health Services, Florence, AL**  
**Adolescent and Family Substance Abuse Counselor, April 2006-May 2007**

- Conducted patient assessment
- Created individualized treatment plans based on initial assessment
- Provided adolescent counseling in a group and individual setting
- Provided family counseling in a group setting
- Supervised the overall recovery of each patient
- Prepared treatment recommendations based on feedback given during sessions
- Prepared referrals for medical exams and drug screens
- Maintained detailed notes on each patient at every session including progress, setbacks, missed appointments and treatment breakthroughs
- Maintained the highest level of confidentiality and anonymity in dealing with patients and patient records

**Riverbend Center for Mental Health, Florence, AL**  
**Adolescent Substance Abuse Therapist and In-School Therapist, May 2005-June 2006**

- Provided individual therapy for children and adolescents with dual diagnosis
- Assisted in the development of a new adolescent outpatient program (individual and group sessions)
- Conducted intake assessments on each client
- Completed treatment plans, updates at each session, and all chart requirements
- Provided required reports to the legal system as necessary
- Attended all court hearings of the clients in the legal system
- Provided recommendations to the school system concerning student's mental health
- Provided comprehensive and timely documentation to the appropriate agencies
- Maintained the highest level of confidentiality and anonymity in dealing with patients and patient records

**The Guidance Center, Murfreesboro, TN**  
**Therapist Aid, January 2004-May 2005**

- Conducted intake assessments
- Performed discharge interviews
- Filed and kept patient records updated
- Used intake software for data entry of patient information
- Observed counseling sessions
- Administered and scored various assessments recommended by the therapist
- Maintained the highest level of confidentiality and anonymity in dealing with patients and patient records

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## KNOWLEDGE, SKILLS, AND ABILITIES

- Possess substantial knowledge of descriptive and inferential statistics including their use and interpretation
- Possess exceptional research methodology skills including research design, instrument design and validation, and theoretical model building
- Possess an ability to translate complex statistical language into language that can be readily understood by select lay people
- Possess high-level computer literacy skills and competence in operation of an IBM-PC based microcomputer including:
  - Word processing (Microsoft Office Word, Apple iWork Pages)
  - Spreadsheets (Microsoft Office Excel, Apple iWork Numbers)
  - Database applications (Microsoft Access)
  - Web page publishing software (Frontpage, Dreamweaver, WinSCP)
  - Electronic publishing software (iBooks, PDF, InDesign, PageMaker, PowerPoint)
  - Statistical software (SPSS, SAS, Minitab, Excel)
- Possess the skills necessary to gather, compile, verify, organize, and report data
- Possess an understanding of the sensitivity and responsiveness to deadlines, priorities; while also being accepting of the need for flexibility and adaptability
- Possess high-quality interpersonal skills, positive attitude, and outgoing personality
- Possess a professional work ethic by maintaining anonymity and confidentiality in all aspects of the job
- Possess the ability to thrive in a dynamic and demanding office environment
- Possess sustained, independent, high-level thought and action

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## INTERNSHIPS/PRACTICUM

**Middle Tennessee State University, Department of Institutional Effectiveness, Planning, and Research, Murfreesboro, TN**  
**Student Assistant/Intern, January 2005-May 2005**

- Aided in the completion of reports for the Executive Director
- Participated in administering, scoring, and inputting data for the Academic Profile Exam

**Middle Tennessee State University, Department of Quantitative Psychology, Murfreesboro, TN**  
**Departmental Student Assistant, January 2005-May 2005**

- Tutored individuals enrolled in undergraduate and graduate statistics courses
- Performed statistical analyses for Department Chair

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## RESEARCH

### Publications

McIntosh, J. R., Renfroe, L. G., Vaughn, M. J., Mayes, J. L., & Jacques, K. L. (2011). *Journal of the Alabama State Association for Health, Physical Education and Recreation*, 31(2), 11-13.

## **White Papers**

Pitts, W. N., & Vaughn, M. J. (2013). ACT Prediction Service Report for UNA – Fall 2013. Office of Institutional Research, Planning, and Assessment, University of North Alabama.

<http://www.una.edu/research/ACT%20Prediction%20Final.pdf>

Luna, A. L., & Vaughn, M. J. (2012). Retention, Progression, and Graduation at UNA – Spring 2012. Office of Institutional Research, Planning, and Assessment, University of North Alabama.

<http://www.una.edu/research/docs/White%20Paper%20RPG%202012.pdf>

Luna, A. L., & Vaughn, M. J. (2009). Grade distribution report of core curriculum classes 2003-2008. Office of Institutional Research, Planning, and Assessment, University of North Alabama.

<http://www.una.edu/research/docs/White%20Pages/White%20Paper%20Grade%20Distribution.pdf>

Vaughn, M. J., & Luna, A. L. (2008). Review of the collegiate assessment of academic proficiency (CAAP). Office of Institutional Research, Planning, and Assessment, University of North Alabama.

<http://www.una.edu/research/docs/White%20Pages/CAAPReview.pdf>

Vaughn, M. J. (2008). Synopsis of the results from the National Survey of Student Engagement – 2008. Office of Institutional Research, Planning, and Assessment, University of North Alabama.

<http://www.una.edu/research/docs/White%20Pages/WhitePaperNSSE2008.pdf>

## **Presentations**

Vaughn, M. J., & Pitts, W. N. (2013). *NCAA Graduation Rates: A new way of viewing university graduation rates at a four-year institution*. Presented at the 40<sup>th</sup> Annual Southern Association for Institutional Research Conference, October 5-8, 2013 in Memphis, TN.

Taylor, T. W., Thornell, J. G., Vaughn, M. J., and Pitts, W. N. (2013). *Financial Literacy among College Students: Comparisons by Gender, Race, Age, and National Norms*. Presented at the 15<sup>th</sup> Annual Academic Conference of the Society of Business, Industry, and Economics, April 16-19, 2013 in Destin, FL.

Renfro, L., McIntosh, J., & Vaughn, M. (2012). *Identification and evaluation of behavioral factors and their effect on afternoon apathy syndrome (AAS)*. Presented at the University of North Alabama's Annual Research Day, Florence, Alabama.

Co-Presenter. (2010, April). *Healthy living communities on campus: The small university perspective*. Presented at the Alabama State Association for Health, Physical Education, Recreation and Dance (ASAHPERD) Alabama Spring Conference, Orange Beach, Alabama.

Co-Presenter. (2010, February). *Healthy living opportunities on campus*. Presented at the Southern District of the American Alliance for Health, Physical Education, Recreation and Dance Southern District AAHPERD Conference, Myrtle Beach, South Carolina.

Poster Co-Presenter. (2009, November). *The LifeHouse project: Does it impact college students' health behavior?* Presented at the Alabama State Association of Health, Physical Education, Recreation and Dance (ASAHPERD) Fall ASAHPERD Conference, Birmingham, Alabama.

- Bates, L. W., Crandon, P. A., & Vaughn, M. (2009, October). *Extemporaneous prayer and its relation to the MMPI-2 clinical and validity scales*. Presented at the 2009 annual meeting of the Society for the Scientific Study of Religion. Denver, CO.
- Mathis, M. J., Barton, K. A., Jones, M. W., & Bates, L. W. (2003, May). *Prayer, religious orientation, & superlative self-presentation*. Presented at the 2003 annual convention of the Alabama Psychological Assn., Ft. Walton Beach, FL. **Received second place award.**
- Bates, L. W., Mathis, M. J., & Fisher, A. S. (2003, March). *Prayer and personality dimension: Preliminary findings*. Presented at the 80<sup>th</sup> annual meeting of the Alabama Academy of Sciences, Jacksonville, AL.
- Mathis, M., Coats, H., & Bates, L. W. (2002, February). *Dream your way to better grades? Correlates of sleep, stress, and academic abilities*. Presented at the 2002 MidSouth Psychology Conference, Jackson, TN.
- Coats, H., Mathis, M., & Bates, L. W. (2002, March). *Sleep, stress, and academic behaviors: Predictors of academic success*. Presented at the 48<sup>th</sup> annual meeting of the Southeastern Psychological Association. Orlando, FL.
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## **SERVICE**

### **Professional Memberships**

The Honor Society of Phi Kappa Phi, Member, 2013-Present  
 Alabama Association of Institutional Research (ALAIR), Member, 2006-Present  
 Southern Association of Institutional Research (SAIR), Member, 2006-Present  
 Association of Institutional Research (AIR), Member, 2006-Present

### **Shared Governance Committees**

Institutional Effectiveness Committee, Chair, 2013-2014  
 Institutional Effectiveness Committee, Member, 2011-2014  
 Staff Senate, Vice President, 2014-2015  
 Staff Senate, Member, 2013-2014  
     Staff Senate, Staff Attitude Survey Sub-Committee, Member, 2013-present  
     Staff Senate, Staff Wellness Sub-Committee, Member, 2013-present

### **Other Committees**

Banner Steering Committee, April 2012-Present  
 Commencement Committee, Member, 2012-present  
 Phi Kappa Phi Committee, Member, 2013-present  
 Project OPEN Advisory Committee, Member, 2012-present  
 Quality Enhancement Plan Development Team, Member/Assessment Coordinator, 2010-2012  
 Search Committee-President, University of North Alabama, Member, May, 2014 to present  
 Search Committee-Administrative Assistant, Office of Institutional, Research, Planning & Assessment, Member, March, 2014

Search Committee-Assessment Coordinator, Office of Institutional Research, Planning & Assessment, Chair,  
February, 2014

Search Committee-Office of Professional and Interdisciplinary Studies, Member, May 2012

Strategic Planning and Budget Study Committee, Voting, 2014-2015

### **Public Service**

Registered Student Organization (RSO) Advisor, HAFF-Helping Animals Find Families, University of North  
Alabama

Participated in the 2012 Music Row Road Race 10k and raised \$1,595 for St. Jude Children's Research  
Hospital, Nashville, TN, 2012

Volunteer at the Florence-Lauderdale Animal Shelter, 2010-2012

Helping Hands Ministry, Woodmont Baptist Church, 2007-present

Hurricane Katrina Relief Team, Southern Baptist Disaster Relief, Pascagoula, MS, 2005

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