

Linda Koffel, M.S.  
Curriculum Vitae

Name: Linda Koffel

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**Education:** M.S., Occupational Education, University of Houston, College of Technology  
B.A., Communications Arts, University of West Florida,  
A.A., General Studies Pensacola Jr. College  
(Includes over 50 graduate hours in business)

**Teaching/ Education Experience:**

July 2020 – Present      ***Houston Community College System***  
Adjunct Professor, Business Center of Excellence  
(Courses: all Marketing, International, Human Resources, and other business courses)

July 2012 – July 2020      ***Houston Community College System***  
Full time Business Professor, Northwest College  
(Courses: all Marketing, International, Human Resources, and other business courses. Faculty Advisor for the HCC International Student Chamber of Commerce. Winner of the Judy Hayman Award for Innovation and Student Engagement in Teaching. Retired after 33 years.

July 2008 –July 2012      ***Houston Community College System***  
Dean of Instruction, Central College  
  
Responsible for both Academic and Workforce instructional areas for Central College which included nearly 800 full time and part time personnel, oversight of instructional budget, and supervision of 18 direct reports

Sep. 1987-July 2008      ***Houston Community College System***  
  
Full Time Marketing Professor, various colleges  
Served in many capacities such as: Department Chair, Assistant Department Chair, Program Chair, Program Coordinator, Interim Dean and Faculty Senate President. Taught all courses in business, marketing, management and human resources (except logistics and business law). Also taught seminars in business, marketing, motivation and teaching.

**Work Experience:**

Apr. 1979 -Apr. 1987      ***Various Corporate Positions***  
***Various Corporations and Media Companies***

Positions included Resource Group Manager, Director of Communications, Marketing Services Coordinator, Client Service

Representative, Radio News Anchor, TV Host, Magazine Writer and Account Executive, Staff Photographer, and Assistant to General Manager of Radio Station.

### **Professional Achievements and Publications:**

#### **Accomplishments:**

Judy Hayman Award for Innovation and Student Engagement  
Consortium of Community Colleges Award for Innovation  
NISOD Award  
IIED Certificate of Teaching Excellence  
IIED 21<sup>st</sup> Century Exemplary Faculty Award  
Faculty Association Council Nominee for Excellence in Teaching Award  
Central College Award for Innovation in Teaching  
Society for Technical Communications Award for Copywriting

**Publications:**      Teaching Workplace Skills, Gulf Publishing, Houston, Texas  
                             Introduction to Business, Co-author, Open Stax, Rice University, Houston, Texas

**Seminars:**      "Enhancing Student Creativity" – Seminar: Consortium of Community College Faculty Development Institute

                             "Public Relations for Small Business" – Seminar: Small Business Development Center

                             "Marketing Strategies for Small Business" – Seminar: Small Business Development Center

                             "How to Do Your Own Market Research" – Seminar: Small Business Development Center

                             "Creative Selling Techniques" – Seminar: Small Business Development Center

                             "Advertising for Small Business" – Seminar: Small Business Development Center

                             "Market Planning for Small Business" – Seminar: Small Business Development Center –

                             "Innovation for Small Business" – Seminar: Small Business Development Center –

                             "Customer Service" – Seminar: Small Business Development Center

                             "Management for Marketers" – Seminar: Small Business Development Center