

# **Curriculum Vitae – Carla Allen, M.P.A., C.P.A.**

## **QUALIFICATIONS**

### **Education**

Master of Professional Accounting, University of Texas – Arlington

Bachelor of Business Administration, University of Texas - Arlington

## **PROFESSIONAL EXPERIENCE**

**Associate Professor and Department Chair of Accounting – Adult Degree Program (August 08-present)** Northwood University, Cedar Hill, TX

### **Duties:**

Instruction for accounting in the following areas: Fundamentals of Financial Accounting, Fundamentals of Managerial Accounting, Intermediate I and II, Cost Accounting, Advanced Accounting, Federal Tax Research, Accounting Information Systems, Auditing, Financial Statement Analysis & Valuation Accounting Ethics and Advanced Managerial Accounting. Includes online and hybrid instruction.

### **Administrative roles:**

Program review lead, new course development, student advising, student recruitment, course scheduling, and hiring/training adjuncts

### **Committee roles:**

Academic Quality Council – program quality leader

Assessment – preparing, summarizing and communicating

Grade Appeal – resolving grading issues between student and professor

Blackboard – approving courses for blended or online status, training Professional Standards - communicate ideas and improvement areas between administration and faculty

ACBSP Accreditation – gathering and reviewing self-study documents

IMA Higher Education Endorsement – preparing and summarizing presentation documents

### **Adjunct Faculty (1988 - 2024) Dallas Baptist University, Dallas, TX**

Duties: Online instruction for accounting in the following areas: Principles of Financial Accounting, Principles of Managerial Accounting, attend various professional development workshops

**Senior Financial Analyst (1998 - 2008)** CVS Caremark, Irving, TX

Duties: financial planning, forecasting, budgeting, reporting and accounting

**Director of Reporting and Budgeting/Senior Financial Analyst/Internal Auditor (1991 - 1998)**

JPS Health Network, Fort Worth, TX

Duties: budgeting, financial reporting, managing financial data warehouse, analyzing acquisitions of services and/or equipment, internal auditing

**Senior Internal Auditor (1987 - 1991)** Zale Corporation, Irving, TX

Duties: conducting audits of retail stores, performing audits of corporate operations, and assisting external auditors

**Senior Auditor (1984-1987)**

Ernst & Young, Dallas, TX

Duties: overseeing audits in areas including: banking, not-for-profit, manufacturing

**ACHIEVEMENTS**

**CREDENTIALS/LICENSES/CERTIFICATES:**

C.P.A. license- State of Texas

Online Teaching Certification – Educational Technology Organization of Michigan (ETOM)

**COMMUNITY INVOLVEMENT**

Mentor young women, Duncanville High School, Duncanville, TX thru Oak Cliff Bible Fellowship – The Turn Around Agenda – Public School Outreach (October 2010 – present)

Annual Speaker (accounting and finance workshop) - IEEW (Institute of Economic Empowerment of Women – Peace thru Business (July 2010 – present)

**PROFESSIONAL ASSOCIATIONS**

Texas Society of Certified Public Accountants