

## CURRICULUM VITAE

**NAME:** Paul Jaijairam

**COLLEGE:** Bronx Community College

**Current Rank:** Professor

**Department:** Business & Information Systems

### 1. Higher Education

#### A. Degree(s) Earned (start with most recent)

Institution/Location	Dates Attended (mm/yyyy) to (mm/yyyy)	Major & Degree	Date Conferred
Manhattan College Riverdale, New York	09/1994 to 06/1997	Finance - MBA	June 1997
Herbert Lehman College Bronx, New York	09/1989 to 06/1991	Accounting - BS	June 1991
Bronx Community College Bronx, New York	09/1987 to 06/1989	Business Administration - AS	June 1989

### 2. Experience (start with most recent)

#### A. Teaching (At BCC and elsewhere. For elsewhere, last seven years only. Do not use abbreviations.)

Institution/Location	Dates (mm/yyyy) to (mm/yyyy)	Title	Department
Bronx Community College, Bronx, New York	08/2013 to Current	Associate Professor	Business & Information Systems
Bronx Community College, Bronx, New York	08/2010 to 08/2013	Assistant Professor	Business & Information Systems
Bronx Community College, Bronx, New York	08/2007 to 05/2010	Adjunct Assistant Professor	Business & Information Systems
Bronx Community College, Bronx, New York	02/1992 to 05/2007	Adjunct Lecturer	Business & Information Systems
Bronx Community College, Bronx, New York	02/1992 to 05/1995	Adjunct Lecturer	Mathematics & Computer Science

- B. **Other Non-Teaching Employment Experience** (Administrative, professional, managerial, etc., at BCC and elsewhere. For elsewhere, last seven years only. Do not use abbreviations.)

<b>Organization/Location</b>	<b>Dates (mm/yyyy) to (mm/yyyy)</b>	<b>Title</b>
Citigroup, Inc. New York, NY	03/2001 to 08/2010	Financial Reporting Director
Sempra Energy Trading, LLC Stamford, CT	05/2000 to 02/2001	Senior Financial Analyst
Prudential Insurance Company Newark, NJ	06/1997 to 04/2000	Internal Audit Consultant
P&O Nedlloyd East Rutherford, NJ	12/1994 to 05/1997	Managerial Accountant
Photo Sculptures Yonkers, NY	06/1991 to 11/1994	Staff Accountant

3. **Academic and Professional Honors** (Since full-time appointment at BCC. Do not use abbreviations.)

<b>Honor</b>	<b>Conferred By</b>	<b>Date Conferred</b>
Summa Cum Laude	Lehman College	June 1991
Dean's List	Lehman College	January 1990 through June 1991
Robert Kissel Memorial Award	Bronx Community College	June 1989
Phi Beta Kappa	Bronx Community College	May 1988
Dean's List	Bronx Community College	January 1988 through June 1989
Golden Key National Honor Society	Bronx Community College	November 1988

4. **Current Membership in Professional Societies** (Since full-time appointment at BCC. Do not use abbreviations.)

<b>Name of Society</b>	<b>Dates of Membership (mm/yyyy) to (mm/yyyy)</b>	<b>Type of Organization</b>
New York State Society of Certified Public Accountants	06/2000 to Current	Accounting
National Business Education Association	06/2011 to Current	Business Education
Accreditation Council for Business Schools and Programs (ACBSP)	09/2012 to Current	Accreditation
The American Association of Community Colleges (AACC)	09/2013 to Current	Advocacy

5. **Current Professional Licenses and/or Certifications Awarded** (Do not use abbreviations.)

Item	Granted by	Date Awarded
Certified Public Accountant (CPA)	South Carolina	April 2000

6. **Scholarly Publications/Creative Works**

Type of Work	Full Citation
Ethics in Accounting	Jaijairam, P. (2017). Ethics in Accounting. Journal of Finance and Accountancy, 23, 1-13. Retrieved from <a href="http://www.aabri.com/manuscripts/172705.pdf">http://www.aabri.com/manuscripts/172705.pdf</a>
First-Year Seminar (FYS) - The Advantages That This Course Offers	Jaijairam, P. (2016). First-Year Seminar (FYS)—The Advantages That This Course Offers. Journal of Education and Learning, 5(2), 15-23. <a href="http://dx.doi.org/10.5539/jel.v5n2p15">http://dx.doi.org/10.5539/jel.v5n2p15</a>
Government Programs - Measuring The Total Costs and Benefits Created For Society	Jaijairam, P. (2015). Government Programs - Measuring The Total Costs and Benefits Created For Society. <i>Economics and Finance Review</i> , 4(01), 5. Retrieved from <a href="http://www.businessjournalz.org/current_efr.php?id=94">http://www.businessjournalz.org/current_efr.php?id=94</a>
Fair Value Accounting vs. Historical Cost Accounting	Jaijairam, P. (2012). Fair Value Accounting vs. Historical Cost Accounting. <i>Review of Business Information Systems (RBIS)</i> , 17(1), 1–6. <a href="https://doi.org/10.19030/rbis.v17i1.7579">https://doi.org/10.19030/rbis.v17i1.7579</a>
Engaging Accounting Students: How to Teach Principles of Accounting Business Education in Creative and Exciting Ways	Jaijairam, P. (2011). Engaging Accounting Students: How To Teach Principles Of Accounting In Creative And Exciting Ways. <i>American Journal of Business Education (AJBE)</i> , 5(1), 75–78. <a href="https://doi.org/10.19030/ajbe.v5i1.6706">https://doi.org/10.19030/ajbe.v5i1.6706</a>

7. **Service to the Department, College, and Field** (Start with most recent. Do not use abbreviations.)

Dates (mm/yyyy) to (mm/yyyy)	Description of Service
01/2015 to Current	<i>Deputy Chairperson</i> - The Deputy Chair is responsible to assist in the management of the Department's programs and the full-time and part-time faculty.
08/2013 to Current	<i>Committee on Academic Standing (CAS)</i> - As a member of CAS, I am engaged in the discussion of academic advisement issues, and to develop strategies aimed at improving the quality of academic advisement across campus.
08/2011 to Current	<i>Department P&amp;B</i> - As a member of the P&B, I participate in all activities relating to appointments, reappointments, reappointments with tenure, certificates of continuous employment, leaves, and promotions of instructional staff members.
08/2011 to Current	<i>Department's Assessment Coordinator</i> - As the Assessment Coordinator, I am responsible to coordinate and prepare comprehensive assessment reports on numerous

	courses in the department. These reports include program-level, course-level outcomes assessed, the assessment results, grading rubrics, and action plans.
02/2017 to 12/2017	<i>Member and Co-Chair of BCC Middle States Accreditation Steering Committee</i> - The Committee plays a critical role from determining the key issues for the Self-Study, developing a Self-Study design to overseeing the completion of the final Self-Study Report.
09/2015 to 5/2020	<i>Member of BCC Assessment Council</i> - The Council ensures that we have clearly articulated goals and objectives and assessments that measure student learning; and that we are indeed using results to drive improvements.
01/2014 to 05/2019	<i>Supplemental Instruction (SI) Liaison</i> - SI is an academic support model that utilizes peer assisted study sessions. I am responsible to meet with SI leaders to discuss progress and discuss details of student's progress for those who have attended SI sessions with Academic Affairs.
08/2013, 08/2015, 08/2016, 01/2017, 07/2017, and 01/2018	<i>R.I.S.E (Retention Initiatives for Student Excellence)</i> - I worked with students who have been academically dismissed. I've advised students in the areas of progress towards degree, career path, appropriate academic load/restriction, transferability, and ultimately advise them on the CAS (Committee of Academic Standing) appeal process for a Waiver or Dismissal. This also leads to, if they are eligible, a financial aid appeal.
05/2017 to 06/2017	<i>Academic Resource Center Coordinator search</i> – I was a search committee member in the interview process and the successful selection of the Coordinator of the Learning Commons.
08/2016	<i>New Student Orientation (NSO)</i> - Participated in a mandatory 4-hour, on-campus, interactive program designed for incoming accepted students.
05/2015 to 05/2015	<i>Presidential Focus Group</i> - I was a focus group member in the interview process of BCC's Presidential search finalists.

**8. Other Professional Activities or Professional Development** (Start with most recent. Last seven years only. Do not use abbreviations.)

<b>Dates (mm/yyyy) to (mm/yyyy)</b>	<b>Description</b>
12/2011 to Present	Annual completion of 40 hours of Continuing Professional Education (CPE) to retain CPA licensure in South Carolina. CPE hours are required for CPAs to enhance professional competence in the areas of ethics, accounting, finance, taxation, and auditing. Too many courses to list but are available upon request.
09/2016 and 11/2017	Coordinated and attended two tours at the Federal Reserve Bank of New York with a cohort of students and faculty.
06/2015, 06/2016, and 06/2017	Attended the Accreditation Council for Business Schools and Programs (ACBSP) Conferences which covered the standards and criteria in detail. There were numerous seminars and workshops with presentations by ACBSP staff and members with accredited business programs who have developed best practices for each standard.
08/2012, 08/2014, and 08/2016	Assisted with the preparation of the ACBSP Reports. This includes providing information and assessing the Department's business programs and reporting the results primarily on the college's leadership, strategic planning, student learning and performance, and the faculty and staff using the ACBSP online reporting portal.