

ALEXANDRA PAUL-SIMON, PhD, RN

EDUCATION

BOSTON COLLEGE, Chestnut Hill, MA
PhD in Higher Education Administration, 1995

BOSTON UNIVERSITY, Boston, MA
MS in Parent-Child Health Nursing, 1974
BS in Nursing, 1969

EXPERIENCE

EDUCATION/Full-time

Positions

DIRECTOR ACCELERATED BACCAULAUREATE PROGRAM, MAY 2009-
PRESENT
ASSOCIATE DIRECTOR SCHOOL OF NURSING, MAY 2009-PRESENT
ASSISTANT DIRECTOR FOR BACCALAUREATE STUDIES, JULY 2007-MAY
2009
Clinical Associate Professor, 2010-present
ASSISTANT PROFESSOR, 1992-2010
ASSOCIATE DIRECTOR-GENERALIST LEVEL, 1997-2004
ACADEMIC COORDINATOR OF CLINICAL EDUCATION, 1996-2001
LECTURER, 1991-1992

Institution

**MGH Institute of Health Professions
School of Nursing**

Boston, MA May, 2009- present

**MGH Institute of Health Professions
Programs in Nursing** 1991-May 2009

Responsibilities

Teaching/Faculty

Course Faculty Role Immersion NS 540DL, summer 2009
Course Faculty Nursing Synthesis III NS 532DL, spring 2009
Faculty Advisor all newly accepted Baccalaureate Students their first 2
semesters, 2007-present
Faculty Advisor 10 Direct Entry Masters Students, 2007-2008
Course Faculty NS 680 Maternal Child Health Nursing, fall 2007
Course Faculty NS 683 Clinical Applications–Family Centered Care Adults, fall
2007
Faculty advisor for two independent study students, fall 2007
Course Coordinator HP 713DL Course Design and Measurement, spring 07
Course HP 714DL Teaching/Learning Practicum, spring 07
Collaborating Faculty Institute Nursing Students-Harvard Medical School
Students in Maternal Child Health, fall 2006
Course Faculty HP 714 Teaching/Learning Practicum, fall, 2006
Course Faculty NS 683 Clinical Applications–Family Centered Care Adults, fall
2006
Course Faculty NS 680 Maternal Child Health Nursing, fall 2006
Course Faculty Women’s Health III (clinical site visits), spring 2006
Course Faculty NS 666, Maternal Child Health Nursing, fall 2005
Course Faculty HP 712 Theories of Teaching & Learning-DL, fall 2005
Faculty advisor to independent study student-developed oncology course
elective,
spring 2005
Course Faculty NS 891 Scholarly Project-revised course syllabus & served on
Research Day Planning Committee, spring 2005
Develop and facilitate first offering of HP 712 Theories of Teaching and Learning-
DL, spring 2005

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Course Faculty NS 727, Maternal Child Health Nursing, fall 2002

*Teaching
Cont.*

Faculty Advisor 10-15 students per academic year, 1991-2003; 2005-present
Faculty Advisor to entering classes admission through matriculation, (50-80
students annually), 1997-2004

Administrative sabbatical summer and fall semesters 2004

First Reader Capstone Project Susan Stevens, 2009

First Reader Capstone Project Michele Lespasio, 2009

Advisor to Scholarly Project Melissa New, spring 2009

Advisor to Scholarly Project Amanda Harbart, spring 2008

Advisor to Scholarly Project Kristen Lindemann & Kerry Grennon, fall 2007

Advisor to Scholarly Project Raquel Dejesus, 2007

Advisor to Scholarly Project Kendrah Nealon, 2007

Advisor to Scholarly Project Linda Cabelus-Pereira, 2007

Advisor to Scholarly Project Melissa Knight, 2005

Advisor to Scholarly Project David Melzack, 2005

Advisor to Scholarly Project Kristen Peirerra, 2005

Advisor to Scholarly Project Michael Shallenberger, 2005

Advisor to Thesis of Elena Bizounok, 2004

Advisor to Scholarly Project Lisa Wong, 2004

Advisor to Scholarly Project of Anu Gerweck, 2003

Advisor to Scholarly Project of Rebecca Faver, 2003

Advisor to Scholarly Project of Emily Arnio, 2003

Advisor to Scholarly Project of Richard Weintraub, 2002

Advisor to Scholarly Project of Laura Sumner, 2002

Advisor to Scholarly Project of Ann Trilla, 2000

Advisor to Scholarly Project of Krista Chavez-Peltz, 2000

Advisor to Scholarly Project of Susan Pierce-Richards, 1999

Advisor to Scholarly Project Lea Johnson, 1998

Advisor to Scholarly Project of Sandra E. Ventura, 1998

Advisor to Scholarly Project of Robert Gambale, 1998

Advisor to Scholarly Project of Martha Miller, 1998

Coordinator, NP 809 Perinatal Issues in Primary Care, fall semesters 1994-1997

Coordinator, NP 810 Clinical Seminar Perinatal Issues in Primary Care, fall 1994

Coordinator, Women's Health III spring semesters, 1991-1994

Coordinator, Maternal Newborn Nursing fall semesters, 1991-1993

Administration

Accelerated BSN Program ~ fully implemented; first class graduates.

Second class admitted with target enrollment of 90 students, May 2009.

On-going planning for increased enrollment ~ additional faculty hired &
support services to students and faculty identified &
implemented.

Participate in preparing for NEASC visit & approval process & CCNE visit
& approval process, fall 2008.

Accelerated BSN Program approved by both NEASC and CCNE, May
2009

January 2008 successful admission process concluded; 56 deposited students ~ target enrollment
Core faculty hired; implementation in process.

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*Administration
Cont.*

Appointed June 2007 Assistant Director for Baccalaureate Studies ~ plan, coordinate & implement new Accelerated BSN Program start May 2008. Provide administrative support to faculty & students, project course faculty needs, participate in recruitment & hiring of faculty, participate in budget development. Collaborate in managing day-to-day operations of the Program & participate in short & long range planning at Program & Institute level. Collaborate with Office of Student Affairs & Program Director to project & manage admissions & enrollment; including open-house recruitment activities & individual meetings with prospective students.

Appointed August 2007 Chairperson Generalist Level Nursing Program served until fall 2008.

Appointed by Institute President to chair team charged with reviewing impact of implementation of fast track baccalaureate program on various Institute constituents; identify problem areas and suggest strategies to facilitate implementation, fall 2006
Report submitted to President for discussion at administrative retreat December 2006.

Appointed by Institute President to chair task force charged with assessing need for and developing fast track baccalaureate program, 2005-2006
Program developed, approved by Graduate Program in Nursing Faculty, Institute Faculty, Institute Board of Trustees, MGH Board of Trustees, Institute Course and Curriculum Review Committee

Coordinate re-accreditation process Graduate Program in Nursing (National League for Nursing Accrediting Commission), 2002-2003
Report submitted August 2003
Site visit October 2003
Outcome full 8-year re-accreditation

Collaborate with Institute & MGH senior administrators to modify & renew Institute's Clinical Affiliation Agreement with MGH, 2002-2003

Develop & implement role of Associate Director-Generalist Level, winter 1997-2004
Provide administrative support to faculty (n=10-15) & students (n=100), project course faculty needs, participate in recruitment & hiring of part-time & term lecturer faculty, participate in budget development, project & secure clinical placements for students
Collaborate in managing day-to-day operations of the Program & participate in short & long range planning at Program & Institute level
Collaborate with Office of Student Affairs & Program Director to project & manage entry-level admissions & enrollment; including open-house recruitment activities & individual meetings with prospective students

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Administration Cont.

Certify students' completion of the generalist level, assist in preparation of their applications to take NCLEX-RN examination, coordinate Generalist Level Completion Ceremony
Prepare annual report to Board of Registration in Nursing

Collaborate with & orient newly appointed academic coordinator of clinical education, 2001-2002

Plan, implement, & coordinate "Science Summer" for new matriculants, identify & notify newly accepted students re which prerequisites they need, collaborate with Division of Distance Learning & Continuing Education to make "Science Summer" courses available via distance learning, winter 1995-2004

Develop & implement role of academic coordinator of clinical education; identify, recruit, & confirm clinical preceptors for students in the advanced practice level of the Program; approx. 300 preceptors per academic year, winter 1995-2001

Initiate & maintain contractual relationships with all affiliating agencies & practices

Develop & implement systematic & creative strategies for finding/assigning clinical preceptors for advanced practice level students

Develop & maintain database for analysis, information distribution, & voucher awards related to all clinical experiences for Program's students

Additional Activities

Member Commencement Committee, 2011
Member Faculty Governance and Academic Policies Committee, 2009-2010
Member Dean Search Committee School of Nursing, 2009 - 2010
Member NEASC Standard IX Committee, 2008-2009
Member Task Force on OSA & Programs Joint Planning, 2008-2009
Member Task Force on Science Courses, 2008-2009
Chairperson Accelerated BSN Program Team, 2007-present
Member Executive Committee School of Nursing, 2007-present
Chairperson Generalist Level, August 2007-September 2008
Member Tuition and Fees Committee, fall 2006 - present
Member Admissions Committee Nursing Program, 2007-present
Chairperson Admissions Sub-Committee Accelerated BSN Program, 2007-present
Member Faculty Reappointment Committee, 2006-2007
Member Task Force to Identify Strategies to Promote Student Success, fall 2006
Chairperson Implementation Team Fast Track Baccalaureate Program, fall 2006
Member planning committee joint HMS/nursing clinical learning, spring 2006
Chairperson Associate Director Search Committee, spring 2006
Member Continuing Education Advisory Committee, 2005-2006
Chairperson Task Force Fast Track Baccalaureate Program, 2005-2006
Member Planning Task Force DNP, 2005-2006
Member Admissions Committee Graduate Program in Nursing, 2005-2006
Chairperson Admissions Committee Graduate Program in Nursing, 2004-2005
Member Institutional Review Board-SRH, 2004-2009
Member Faculty Governance and Academic Policies Committee, 2003-2005
Prepare annual report on Clinical Affiliation Agreement between Institute & MGH; present to Institute Board of Trustees, 1998-2002

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*Additional Activities
Cont.*

Faculty Chairperson, 2001-2003
Member Joint Trustees-Faculty Long Range Planning Committee, 2001-2003
Member Operations Council, 2000-2003
Member Datatel Implementation Core Team, 2003-2004
Member Datatel Clinical Affiliation Module Work Team, 2003-2004
Member Recruitment Advisory Panel, 2000-2003
Member Generalist Level Faculty Planning Group, 1997-present
Chairperson Task Force on Faculty Rewards 2001-2002
Member President's Task Force to identify & implement system wide data management technology, 2000-2002 (vendor selected)
Member Curriculum Committee Graduate Program in Nursing, 2000-2001
Co-Chair Clinical Affiliation Agreement Steering Committee (MGH), 2000-2003
Member Partners Education Committee, 2000-2001
Invited Faculty Marshall Recognition Ceremony Class of 1999
Member Interdisciplinary Seminar Committee, 1999-2001
Co-chair Interdisciplinary Seminar Committee, 1998-1999
Member Clinical Affiliation Agreement Steering Committee (MGH), 1999-2003
Member Clinical Affiliation Agreement Steering Committee (SRH), 1998-1999
Co-chair Clinical Affiliation Agreement Steering Committee (MGH), Clinical Affiliation Agreement developed & implemented, 1998-1999
Member Joint Trustees Committee on Research and Student Affairs, 1998-1999
Member MGH Search Committee for the Director of Clinical and Professional Development, 1998
Member Academic Council Institute of Health Professions, 1997-2004
Member Steering Committee Graduate Program in Nursing, 1997-2004
Member, Admissions Committee Graduate Program in Nursing, 1991-1995, 1997-2004
Member Operations Improvement Task Force on Clinical Education, 1997-2002
Member Task Force on Space and Training, 1997-1998
Vice Chairperson, Institute Faculty, 1998-1999
Member Technology Advisory Committee, 1996-1999
Member Faculty Search Committee Nursing Program, 1996-1997
Vice Chairperson, Institute Faculty, 1996-1997
Member, Curriculum Committee Graduate Program in Nursing, 1995-1997
Member Boston Collaborative Learning Group, 1995-2004
Chair, Faculty Governance and Academic Policy Committee, 1995-1999
Member Program Director Search Committee (Nursing), 1995-1996
Member Administrative Committee Graduate Program in Nursing, 1995-1996
Member Task Force on Faculty Work-Load, 1995
Faculty advisor to Student Nurse Association, 1994-present
Member, Faculty Governance and Academic Policy Committee, 1993-1995
Member, Task Force on Diversity, 1993
Chair, Admissions Committee Graduate Program in Nursing, 1992-1993

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Position ADJUNCT ASSISTANT PROFESSOR and PROJECT DIRECTOR
BACCALAUREATE OFF CAMPUS PROGRAM FOR RN'S & LPN'S

Institution **Boston University School of Nursing**
Boston, MA, 1981-1986

Responsibilities

Administration Plan & implement delivery of baccalaureate nursing program for registered nurses & licensed practical nurses at four off-campus locations

Additional Activities Chair, Task Force on Cost Effectiveness, 1985-1986
Chair, Curricular Affairs Committee, 1985-1986
Member, Recruitment Subcommittee of Student Affairs-School of Nursing
1983-1986
Member, Professional Education Committee American Cancer Society
Prospect Valley Unit, 1983-1986
Member, Advisory Committee to Nursing Administration in Long Term Care
Project, 1983-1986
Chair, Affirmative Action Committee, 1984-1985
Member, Task Force on Curriculum Evaluation, summer 1984
Advisor to the Class of 1984
Member, Nominating Committee School of Nursing, 1983-1984
Vice Chair, Curricular Affairs Committee, 1983-1984
Member, Area Health Education Center Advisory Committee to Board of
Regent's Review of Nursing Education in Massachusetts, 1983-1984
Member, Area Health Education Center Statewide Nursing Advisory
Committee, 1982-1983
Member, University-wide Video Coordinating Committee, 1982-1983
Sought & obtained National League for Nursing Accreditation of
Baccalaureate Off-Campus Program: RNs and LPNs, 1982-1983
Member, Curriculum Academic Programs and Policies Committee School of Nursing,
1981-1983
Member Area Health Education Center's Committee on Nursing Administration, 1981-
1984

Position INSTRUCTOR

Institution **Boston University School of Nursing**
Boston, MA, 1974-1977

Responsibilities

Teaching Course & clinical coordinator, classroom & clinical instruction in the areas of
growth & development, parenting, & obstetrics

Additional Activities Member, School of Nursing Reappointment, Promotion and Tenure Committee, 1975-
1977
Member, Curriculum Committee, 1974-1977
Member, Health Services Task Force, 1974-1975
Participated in writing three grants
Chaired four alumnae phonathon fund raising drives

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Position INSTRUCTOR

Institution **Mount Auburn Hospital School of Nursing**
Cambridge, MA, 1971-1973

Responsibilities

Teaching Classroom & clinical instruction of junior year diploma nursing students in maternal & child health nursing

Additional Activities Advisor, Class of 1974
Member, Nursing Education Committee, 1971-1973
Member, Upward Mobility Committee, 1971-1973
Member, Admissions and Promotions Committee, 1972-1973

EDUCATION/Part-time

Position LECTURER

Institution **MGH Institute of Health Professions**
Boston, MA, September - December 1990

Responsibilities

Teaching Clinical instruction of graduate students in maternal & child health nursing

Position INSTRUCTOR

Institution **Boston University School of Nursing**
Boston, MA, September 1977-May 1979

Responsibilities

Teaching Clinical instruction in parent-child health nursing of junior & senior year nursing students

Additional Activities Assisted in revision of entire undergraduate nursing curriculum
Member Sigma Theta Tau Scholarship Committee

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EXPERIENCE

CLINICAL/Full-Time

Position SURGICAL NURSING COORDINATOR INVITRO-FERTILIZATION

Institution **Brigham & Women's Hospital**
Boston, MA, January 1991 - June 1991

Responsibilities Counseled & provided care to clients having invitro-fertilization & embryo transfers (temporary position)

Position NURSE MANAGER
Combined Antepartum & Postpartum Unit

Institution **Beth Israel Hospital**
Boston, MA, 1986-1990

Responsibilities Managed the equivalent of 40 full-time obstetrical nurses & a budget of \$2 million directing the quality of care, personnel policies, & professional development of the clinical nurses

Additional Activities Member, "Choose Nursing in the Nineties" Steering Committee, 1989-1990
Co-Chairperson, Curriculum Subcommittee Choose Nursing, 1989-1990
Member, Nutrition Services Task Force, 1989-1990
Member, Phlebotomy Task Force, 1989-1990
Member, Medical Records Committee, 1989-1990
Member, Computer Advisory Committee, 1988-1990
Member, Restructuring Task Force, 1989-1990
Member, CNIII Review Board, 1988-1990
Member, Salary and Wage Task Force, 1987-1988
Member, Editorial Review Board of "Report," 1986-1987
Member, Nursing Policies and Procedures Committee, 1986-1987

Position COORDINATOR OF NURSING

Institution **Preterm**
Brookline, MA, 1980-1981

Responsibilities Recruit, hire, train, & supervise a staff of 25 nurses, doctors, nurses' aides & medical technicians

Position STAFF NURSE, 1969-1971

Institution **Beth Israel Hospital**
Boston, MA, 1969-1971

Responsibilities Staff nurse in labor & delivery; provide direct patient care in all areas of maternal & child health nursing

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INVITED PRESENTATIONS

- Spring, 1997: Panel Discussion at Massachusetts General Hospital on Balancing Roles as Nurse and Student as part of celebration of National Nurses' Week
- Spring, 1997: Coaching in Transitions: A Workshop for Nurse Managers Experiencing Transitions, faculty with others for continuing education program by Boston Collaborative Learning Group
- Summer, 1995: Planned Organizational Change Organized & presented continuing education program for Boston Public School Nurses
- Spring, 1995: Poster presentation, College Students Responses Toward Using the Services of Male Registered Nurses Massachusetts Association of Colleges of Nursing Faculty Workshop
- Spring, 1995: College Students Responses Toward Using the Services of Male Registered Nurses, presented at spring business meeting Theta Chapter-at-Large, Sigma Theta Tau
- Spring, 1995: College Students Responses Toward Using the Services of Male Registered Nurses, presented Salem State College Nursing Research Symposium
- Spring, 1991: Consulted & presented continuing education program Planned Organizational Change Worcester State Hospital
- Fall, 1990: Guest speaker, Planned Organizational Change Salem State College Graduate Program in Nursing
- Spring, 1982: Getting There from Here: Planning and Implementing Organizational Change, continuing education program Massachusetts Nurses Association

AWARDS

- 1998: Recipient Theresa La Plante Award for Excellence in Nursing Administration presented by Sigma Theta Tau International, Inc., Theta Chapter-at-Large
- 1996: Recipient Mary Ann Garrigan Award for Excellence in Nursing Education presented by Sigma Theta Tau International, Inc., Theta Chapter-at-Large
- 2000-2006: Partners in Excellence Awards

FUNDED GRANTS

- 1997: Health Resources and Services Administration Division of Nursing: Professional Nurse Traineeship Grant-resubmission of previously awarded funding with Carol Kammer, EdD, RN and Arlene Lowenstein, PhD, RN
- 1982: Area Health Education Center Grant with Jane Barry, PhD, RN

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PROFESSIONAL ORGANIZATIONS & SERVICE

- 2007-present Faculty Advisor Nursing Honor Society – STTI Upsilon Lambda MGH Institute of Health Professions Nursing Program
- 2001-present: Member International Association of Human Caring
- 2001-2002: Member steering committee planning for annual conference May 23-24, 2002 co-sponsored by Institute & MGH; responsible for preparing, monitoring, & finalizing conference budget, attendees = 200
- 1998-1999: Chairperson Nominating Committee Theta Chapter-at-Large, Sigma Theta Tau International
- 1997-1999: Member Nominating Committee Theta Chapter-at-Large, Sigma Theta Tau International
- 1993-1997: Vice President & Program Committee Chair Theta Chapter-at-Large, Sigma Theta Tau International
- 1984-1986 & 1988-present: President, Boston University School of Nursing Alumni Association
- 1974: Inducted into Sigma Theta Tau International-Honor Society of Nursing

PUBLICATIONS

- Nicholas, P.K., Corless, I.B., Webster, A., McGibbon, C. A., Davis, S., Dolan, S., & Paul-Simon, A. (2003). A behavioral medicine intervention in HIV: Quality of life issues. *Journal of Holistic Nursing*, 21(4), 163-178.
- Cobb, J. L., Glantz, M. J., Martin, E. W., Nicholas, P. K., Paul-Simon, A., Cole, B. F., & Corless, I.B. (2000). Delirium at the end of life: quality of life implications. *Cancer Practice*, 8,172-177.
- Nicholas, P. K., & Paul-Simon, A. (1998). Legal and ethical issues in advanced practice nursing. In Buttaro, T. M., Trybulski, J., Polgar-Bailey, P., & Sandberg-Cook, J. (Eds). *Primary Care: A collaborative approach*, pp. 4-8. New York: Mosby Year Book Co.
- Nicholas, P.K., & Paul-Simon, A. (1998). Home care of the elderly cardiac client. Home care nursing. In Zang, S. M. (Ed.) *Homecare of the elderly client*. Philadelphia: Lippincott-Raven.
- Anastasio, C., McMahon, T., Daniels, A., Nicholas, P., & Paul-Simon, A. (1995). Self-care burden in women with HIV. *Journal of the Association of Nurses in AIDS Care*, 6(3), 31-42.
- Paul-Simon, A. (1995). College students' responses toward using the services of male registered nurses. Unpublished doctoral dissertation, Boston College, Massachusetts.
- Paul-Simon, A., & Brady, M. (1974). Is it true what they say about fathers? Unpublished masters clinical. investigative study, Boston University, Massachusetts

LICENSURE

Massachusetts Nursing License #102262

