

# Laurel B. Lujan

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**Objective:** I have the desire and motivation to gain more professional experience in teaching, writing and publishing in various subjects.

## Education:

- ❖ Current Masters Student in Strategic and Digital Marketing (SDM), Rennes School of Business (Graduation 2023)
- ❖ Double Degree (IBPM) International Bachelor Program in Management & Sales and Marketing, Rennes School of Business (Graduated Winter 2021)
- ❖ Journalism Major AA, Skyline College (Graduated Spring 2018)

## Skills:

- |                                  |  |
|----------------------------------|--|
| ❖ Professional Writer/Journalist | ❖ Efficient in Microsoft Word/ PowerPoint/ Excel |
| ❖ Strong Communication Skills    | ❖ PC Office                                      |
| ❖ Collaborator                   | ❖ InDesign                                       |
| ❖ Experienced Interviewer        | ❖ Video/Audio editing                            |
| ❖ Management                     |  |

## Experience:

- ❖ Spring 2021-Current: **Arcane Magazine, Founder, Editor and Writer**
  - Writing articles about art, culture and spirituality for my online publication.
  - Posting pictures that express the local culture and art of today with 'archaic' or rooted perspectives.
  - Spotlighting new artists and small businesses to cultivate a community.
- ❖ Summer 2021/2022: BLIS (Big Lift Inspiring Summers Program) **Learning Facilitator Intern** at **San Mateo County Libraries**
  - Teaching elementary level school children science, math and reading lessons to fill the gap of virtual learning.
  - Establishing and maintaining an environment that embraces the growth mindset by leading children to learn new creative techniques and take advantage of enriching academic opportunities.
  - Facilitates daily activities with co-facilitator and teacher to execute new lesson plans and activities.
  - Trained other facilitators to ready for program.
- ❖ Fall 2021-Winter 2022: **First Grade Aide** at **Saint Dunstan School**
  - Aiding the teacher and elementary level school children in learning math, ELA, spelling, religion, science & social studies.
  - Aiding other teachers and staff with school activities and set up
  - Establishing and maintaining an environment that embraces the growth mindset by leading children to learn new creative techniques and take advantage of enriching academic opportunities.
  - Facilitating daily activities with teacher to execute new lesson plans and activities.
- ❖ Summer June 2020-August 2020: IJSP, (Internship Job Shadow Program) **Marketing Intern** for Digital Marketing for Small Business at **Bay Area Entrepreneur Center**

- (IJSP) provides learners with a real-world experience in career exploration and learning, based on their educational and career interests all in a virtual environment.
  - Worked with a local business owner to improve business via digital marketing while working in Covid-19 including web design (**WordPress**), finding better alternatives to save money and gave tutorials on social media.
  - Created special social media hashtags to help small businesses in San Bruno working with Pcyeta Stroud my supervisor for Bay Area Entrepreneur Center.
- ❖ Winter 2019-Spring 2020: **English Teacher** for **La Chance**: Rennes, France
- A French Journalism program to prepare their French speaking students for an advanced entry University English exam.
  - Taught English and developed materials for the French journalism university students for entry exam in person and via **Zoom**
- ❖ Winter 2019-Fall 2020: **English Teacher** and **Coordinator** for **Institut Franco Americain**: Rennes, France
- Led 90-minute conversation groups for French adults wanting to improve their English through speaking.
  - Planned and prepared material used for the meetings based on the adults' level of English and communicate with the group members ahead of weekly meeting.
  - Coordinated the youth activities tailoring the activities based on age groups.
- ❖ Spring 2015-Spring 2020: **Blogger** for **Luna of Estrella**
- The blog is based on personal experiences as a business owner, spiritual reader and adviser.
  - Utilized WordPress, Wix for content management.
- ❖ Spring 2019: **Free-Lance Writer** for the **College of San Mateo** for Richard Rojo, Head of Public Relations
- Wrote articles for the community college bulletin and contributed ideas for later publications.
  - Coordinated and planned marketing campaigns, executing them through articles written by me.
  - Used Google Docs to share content with supervisor.
- ❖ Summer 2018: **Intern Reporter** for the **Metro Eireann Newspaper**: Dublin, Ireland
- Wrote, researched, and interviewed sources for the newspaper.
  - Published content onto the official website.
- ❖ Spring 2018: **Research Reporter** for **California Community College Journalism Collaboration Project**
- Collaborated in a California wide research project on a chosen topic to show the results of how it affects students and where the issues stem from.
  - Interviewed and recorded data into Excel charts and then written an official report on the matter.
- ❖ Summer 2017-Summer 2018: **Reporter Intern** at the **San Mateo Daily Journal**
- Wrote articles and took photos for the publication including interviewing sources and correcting articles.
- ❖ Spring 2015-2018: **Writer, News Editor, Editor at Large**- The Skyline View and View Point Magazine
- Taught AP style workshops for staff and coached new editors and writers on formal editing for The Skyline View.
  - Copy edited articles via Cameyak.
  - Assigned stories to staff writers and stringers.
  - Coached writers on how to properly interview sources and how to find vital information for articles.

- Researched for articles and analyzed current trends using Google Tools.
- Over saw circulation and communication The Skyline View, including coordinating mailings of the paper to off-campus venues.
- Designed and laid out features in Viewpoint, The Skyline View's annual magazine.
- Coordinated deadlines, topics, strategies and writers.
- Published Viewpoint and The Skyline View.
- Managed news writers and lead editorial meetings.

## Portfolio

### Article Links

#### **San Mateo Daily Journal Internship:**

- Last act for Aida Opera Candies: [https://www.smdailyjournal.com/news/local/last-act-for-aidaopera-candies/article\\_ba33f6aa-7355-11e7-926a-67090135eeaa.html](https://www.smdailyjournal.com/news/local/last-act-for-aidaopera-candies/article_ba33f6aa-7355-11e7-926a-67090135eeaa.html)
- San Mateo's Best-Kept Secret: [https://www.smdailyjournal.com/news/local/san-mateo-s-bestkept-secret/article\\_b90fbe64-1c3b-11e8-bd1b-5b79ebcb52f4.html](https://www.smdailyjournal.com/news/local/san-mateo-s-bestkept-secret/article_b90fbe64-1c3b-11e8-bd1b-5b79ebcb52f4.html)

#### **Metro Eireann Newspaper Internship:**

- Nollywood trained Stanley Aguzie is a man of many talents :  
<http://www.metroeireann.com/news/1272/nollywood-trained-stanley-aguzie-is-a-man-of-manytalents.html>
- Migrant women urged to embrace hidden talents:  
<http://www.metroeireann.com/news/1219/migrant-women-urged-to-embrace-hidden-talents.html>
- Remembering Differently: The ethical challenges of a memorial ritual:  
<http://www.metroeireann.com/news/1279/remembering-differently-the-ethical-challenges-of-amemorial-ritual-by-martin-edward-ohajunwa-scholars-press.html>

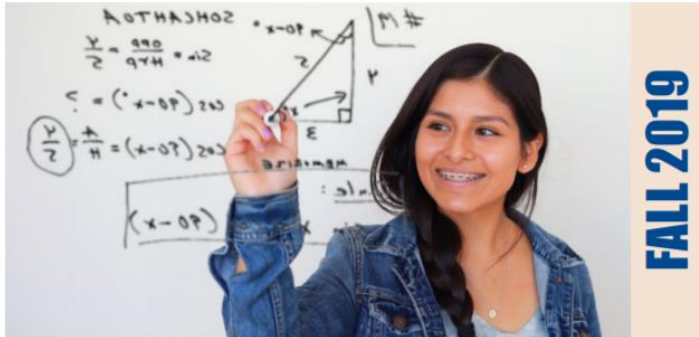
#### **The Skyline View, Skyline College:**

- Entrepreneurial students should back each other in their success:  
<https://www.theskylineview.com/showcase/2018/10/01/entrepreneurial-students-should-backeach-other-in-their-success/>
- Another person's treasure: <https://www.theskylineview.com/viewpoint/2018/05/19/anotherpersons-treasure/>
- International student presents at United Nation's Conference:  
<https://www.theskylineview.com/news/2018/03/16/international-student-presents-at-unitednations-conference>



# Schedule of Classes

STEM@CSM: Preparing Students for Jobs in Science and Technology



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Registration begins May 1  
Semester begins August 14

The STEM fields are booming in California, and demand for highly skilled science and technology workers is expected to continue in the coming decades. But these fields can be tough going. Even the most passionate STEM students sometimes find it difficult to excel on their own, and many students are unaware of the support resources available to them. Underprivileged students often find STEM majors inaccessible.

That is why College of San Mateo has launched its STEM@CSM initiative, which provides students with their own study lounge, counseling, internships, field trips, a speakers series and intensive coaching in science and math. It combines the efforts of two major programs—MESA and METAs—with the resources to help students thrive in these demanding majors.

Both programs focus on increasing the number of underprivileged and underrepresented students in STEM fields by giving them game-changing opportunities and support.

"We provide guidance, opportunities and support for low-income, first-generation and underrepresented students who want to study careers in STEM," says Olivia Viveros, director of CSM's MESA program.

STEM@CSM has opened a dedicated student center that offers tutoring and study space. Students can drop in for help with math homework, chat with other STEM majors, ask a staff member about internships, or just study. The center provides academic and per-

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College of San Mateo

## STEM@CSM (continued from outer front cover)

sonal encouragement students need to successfully transfer to a university in a STEM field.

The program has kicked off year-round special events to inspire students and give them access to resources beyond CSM's campus. STEM@CSM organizes field trips to Bay Area universities like Stanford, as well as trips to conferences where students can network with others in their field.

Now in its second year, the Science in Action speakers series features talks by CSM graduates who are working as researchers, physicians, engineers and scientists. "The students hear from professionals who are either graduate students or who work in the industry and hear about their journey and how they got where they are," says METAs director José Rocha.

This year, STEM@CSM collaborated with the Math Resource Center to celebrate Pi Day, in which students constructed and solved problems with the Pi formula.

MESA and METAs have teamed up to promote free math and science "jams" to brush up on skills before each semester. For one week before classes begin, students dive into work that gives a strong foundation for math and science courses. The students build a valuable community of support for the upcoming semester.

Students in the program also get help with finding internships. Offered in conjunction with the Bridges to Baccalaureate Program, the students work at Stanford or San Francisco State with researchers in a summer research internship program in medical biology.

The STEM@CSM initiative is the result of a collaboration between METAs and MESA—two grant-funded programs at CSM that share the goal of supporting and increasing the number of under-represented students in STEM majors.

The METAs program focuses on supporting Latino and Hispanic students at Hispanic-serving Institutions (HSIs, which are colleges with at least 25% LatinX enrollment). The program started in 2017 at CSM, with a \$5.3 million grant to CSM over five years. All students are welcome to join the program, even those who are not of Hispanic or Latino descent.

MESA, which stands for mathematics, engineering, and science achievement, is a nationwide program focused on supporting underprivileged students in calculus-based STEM majors such as physics and engineering. The CSM chapter was established in October 2017 with a grant of \$75,000 each year for three years.

Rocha is excited about the impact of supporting LatinX and other under-represented students pursuing STEM fields. "We are creating a community in order for students to feel supported and welcomed."

## EOPS Offers a Boost for Students in Need



EOPS students Enya Nava (left) and Aaron Meneses (right) with Patrice Reed-Fort, interim coordinator and counselor of EOPS.

Enya Nava needed help as a first-generation college student. Her mother, a single parent who came to America as an immigrant, didn't know how to help her plan her college education. "I had to figure everything out on my own and I had no idea about anything, really," Nava says. At College of San Mateo, Nava found out about the Extended Opportunity Programs & Services (EOPS) program, which supports low-income and first-generation students. EOPS provides the resources students need to succeed—such as personal counseling, academic counseling, textbook assistance, gas cards, parking passes, child care and much more.

For many students, getting into college isn't half as much of a challenge as staying in college. EOPS offers "above and beyond" support services designed to increase access, retention and success. Over the years, the program has proven essential for thousands of members of the community who have struggled to become self-sufficient and needed assistance in navigating college and university systems.

"We help students who experience a specific set of challenges in navigating higher education. Those who arrive to college academically underprepared or with certain financial needs," according to Patrice Reed-Fort, the interim coordinator and counselor of EOPS, Care and Calworks.

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## Visit CSM

College of San Mateo invites students and interested to tour our campus.

Whether you're new to the area, a returning student, or like more information about CSM, visit us today to show you what we have to offer.

Sign up for a tour at [collegeofsanmateo.edu/eops](http://collegeofsanmateo.edu/eops)

## EOPS (continued from page 1)

CSM's program, which serves between 350-400 students per year, provides a critical safety net of resources and services to encourage and promote their success.

"EOPS for our students is family and it is a safe space," says Reed-Fort. "Additionally, we help students navigate their academics and we offer tutoring, a wide range of workshops on time management strategies and basic skills such as learning how to construct an email."

Funded by the State of California, EOPS programs are available at all 114 community colleges in California. To participate in the program, students meet state eligibility requirements based on family income and demonstrated educational disadvantage. Once in the program, students enter into a Mutual Responsibility Contract and receive monthly academic progress reports to ensure they stay on track in their goals toward completing college degrees, certificates and university transfer.

A forerunner of the EOPS program originated at CSM in the late 1960s when several counselors, staff members and students formed the College Readiness Program to provide a variety of services to low-income, academically underprepared students to help them in attaining their educational goals. Eventually the state legislature passed a bill to fund programs at all California community colleges.

In the years since, EOPS has adapted in many ways. The program is developing a peer mentor group and a Student Outreach and Recruit (SOAR) team in order to build a supportive and strong community of student leaders. EOPS is recruiting students for outreach and in-reach within the program to strengthen their community.

Aaron Meneses, the former student president of EOPS and now a student senator, joined EOPS in 2015. He was a returning student to college—a father of two and the primary bread winner for his family—so he took advantage of the resources at EOPS.

"If it hadn't been for EOPS, I probably wouldn't be in school right now," says Meneses. "They really helped with buying the books, and that helps a lot. Especially since I'm a computer science major and the books are expensive."

Meneses is grateful for not only for the financial support but for the community it provides. "You want to be around like minded people," explains Meneses.

Nava and Meneses feel the program has made them successful by making them accountable for their classes and grades. EOPS counselors ensure that the students check in with them and follow through on their education plans.

"We support our students through our program that takes a holistic approach to supporting our students through navigating this institution and achieving their educational career and academic goals," says Reed-Fort.

"I don't think I would be able to graduate without EOPS because they helped me so much," says Nava. "For me, EOPS was that guidance and that community I really needed."



# College of San Mateo

Celebrating 97 Years of Academic Excellence



Schedule of Classes ~ Fall 2019 ~ Semester begins August 14

## CSM Student/Employee Success Story: Carlos Ruiz

Carlos Ruiz was working as a full-time custodian at CSM in 2015. One night, while Ruiz was cleaning a classroom, someone asked "So how old are you, and why aren't you in school right now?" It was CSM Professor Michelle Mullane, who was preparing to teach her psychology class that evening.

The conversation that followed changed Ruiz's life forever. This spring, Ruiz will graduate from San Francisco State University with a bachelor's degree in urban studies and planning.

Ruiz was not sure about applying to CSM at first because he was focusing on working and supporting his family. He had attended another community college and it wasn't the best experience. Still, Mullane told him to take a placement test and eventually talked him into enrolling in classes.

Even though Ruiz wasn't confident on how well he would do as a returning student, Mullane and other professors at CSM supported him through it by guiding him emotionally and academically.

"As a returning student, the transition of getting back into college felt a lot more seamless than it otherwise would be if I'd gone about it alone," says Ruiz. "At CSM I have met more professors, faculty, staff and administrators who have been more than willing to go out of their way to help me with things," says Ruiz.

Ruiz says that when he finally signed up for classes at CSM, he didn't know what he wanted to do. But he was inspired by professors such as Rudy Ramirez, Frederick Gaines, Mick Sherer and Catherine Firpo. Their classes pushed him out of his shell as he studied the complexities of social and racial issues—topics he would continue to pursue after transferring to San Francisco State University.



It was a challenge to maintain a rigorous full-time schedule while also holding down a full-time job. Monday through Friday, Ruiz was typically in class from 9:30 a.m. to 3 p.m. and then at work for a night shift from 4 p.m. to midnight. Despite being tired and having days

where it felt difficult to push through, Ruiz credits his professors at CSM for helping him through it. Talking it out with Professor Ramirez on a daily basis helped him get through his busy schedule, especially when he was tired and feeling unmotivated.

See "Carlos Ruiz" on page 22

## Carlos Ruiz (continued from page 1)

After graduating from CSM with an associate degree in ethnic studies and social sciences, Ruiz transferred in 2017 to San Francisco State as an urban studies and planning major.

"We look at cities and transportation systems and try to essentially plan for the future, making sure to plan in an equitable fashion," says Ruiz. He hopes to improve urban life, especially for people who have historically faced economic and social disadvantages, inspired by what he learned at CSM about racial and social inequities.

He's interested in affordable housing initiatives, doing studies on transportation systems and addressing other ethical issues.

For Ruiz, his studies are personal since he is of Latino descent and can relate to those who are in similar backgrounds. "Growing up in an incredibly diverse city, I had friends of various backgrounds and their personal stories are essentially what led me to know more about these things," explains Ruiz.

Ruiz encourages students to step out of their comfort zone. "Get to know your professors and don't be afraid to ask them questions and don't be afraid to see them on their office hours."

"You never know how invaluable that connection will be in the future," he says.