Curriculum Vitae

**For**

**Paula D. Ruby**

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**Academic Career Summary**

# **Arkansas State University, Jonesboro, AR**

Full Professor, Computer and Information Technology Summer 2001 – Present

CIT 4853 IT Project Management

CIT 3533 Microcomputer Applications II

CIT 3013 Management Information Systems

CIT 1503 Microcomputer Applications

***University of Memphis, Memphis, TN***

Instructor, Department of Management Information Systems Fall 2000 – Spring 2001

***University of Central Arkansas, Conway, AR***

Assistant Professor of Information Systems, Department of Marketing, Management, and Information Systems Fall 1994 - Summer 2000; Tenured Spring 2000

Instructor of Information Systems, Department of Marketing, Management, and Information Systems Fall 1993 - Summer 1994

***University of Tennessee, Knoxville, TN***

Graduate Teaching Assistant, Department of Technological and Adult Education, June 1991 - August 1993

***Arkansas State University, Jonesboro, AR***

Full-time instructor, Department of Computer Information Systems/Administrative Services, Spring 1991

Part-time instructor, Department of Computer Information Systems/Administrative Services, Fall 1990

**Academic Preparation**

***EdD UNIVERSITY OF TENNESSEE***, Knoxville, TN, August 1993

Technological and Adult Education, Concentration: Business Education. Cognate: Educational Counseling and Psychology. Dissertation Title: "The Learning and Teaching Styles of Tennessee Secondary Business Education Teachers."

***MSE ARKANSAS STATE UNIVER­SITY***, Jonesboro, AR, August 1990

Business Education with Computer Endorsement and Vocational Endorsement

***BSE ARKANSAS STATE UNIVERSITY***, Jonesboro, AR, May 1989

Business Education with Computer Endorsement and Vocational Endorsement

**INTELLECTUAL CONTRIBUTIONS**

***Patent***, titled TRANSLATOR, with Ralph Ruby, Jr. October, 2015.

***Mobile Apps***

*Class Notes*, With Ralph Ruby, Jr. July 2018. Educational note-taking app including 12 training videos, utilizing patented technology, Translator.

*ASTATE Academic Texting Championship* and *ASTATE Academic Keyboarding Championship*, With Ralph Ruby, Jr. August, 2016. The purpose of these two apps is to provide ASTATE BUCKS to help reduce student college expenses using a competitive tournament learning strategy.

*My Classroom Notes, K-12*, With Ralph Ruby, Jr. Submitted to Apple 12/20/13. Using databases specifically designed for K-12, abbreviations and symbols as a note-taking shorthand [Stanford University] in the top templates as recognized by the top 400 Universities in the world and Common Core State Standards, students can take classroom notes faster and more accurately using this new generation app.

*My Classroom Notes, Collegiate*, With Ralph Ruby, Jr. Submitted to Apple 12/20/13. Updated 12/15. Using databases specifically designed for the collegiate market, abbreviations and symbols as a note-taking shorthand [Stanford University] in the top templates as recognized by the top 400 Universities in the world, students can take classroom notes faster and more accurately using this new generation app.

*Keyboarding Champ,* 2012, With Ralph Ruby, Jr. for the Apple and Android markets. It is a game whereby users can practice keyboarding for speed and accuracy.

*Texting Champ,* 2012, With Ralph Ruby, Jr. For the Apple and Android markets. It is a game whereby users can practice texting for speed and accuracy.

*Ruby Translator,* 2011, With Ralph Ruby, Jr. Translates text and slang into spoken words.

***Journal Articles Published***

Note-Taking Skills: Everybody Needs Them.  *Journal of Business and Economics.* With Ralph Ruby, Jr. April 2014, Volume 5, Number 4, pp. 443-448.

Decoding Note-Taking Abbreviations and Symbols Using a Mobile Device. *Psychology Research*. With Ralph Ruby, Jr. October 2013, Volume 3, Number 10. pp. 606-615.

A Comparison of the Traditional and Information Systems Approaches for Teaching Microcomputer Applications. *Business Education Forum*. With Ralph Ruby, Jr. October 2010, Volume 65, Number 1. pp. 44-47, 51.

An Artificial Intelligence Foreign Market Screening Method for Small Businesses. *Academy of Entrepreneurship*. With Kelly Fish. 2009, Volume 13. pp 65-81.

Comparing Web-Based Content and Instructor-Led Learning in a Telecommunications Course. *Journal of Information Systems Education*. With Russ Jones and Farhad Moeeni. Fall 2005, Volume 16, Number 3. pp 265-271.

Faculty Attitudes toward COBOL and its Place among Other Programming Languages in the AACSB Business College Curriculum within the United States. *Journal of Information Systems Education*. Summer 2005, Volume 16, Number 2. pp 217-229. (single author)

Using Directed Discovery in an E-Learning Environment. *NABTE Review, Spring Edition.* With Ralph Ruby, Jr.Spring 2005, Volume 59, Number 4. pp 18-22*.*

Using Discovery Learning to Teach Software Skills. *Business Education Forum*. With Ralph Ruby, Jr. December 1999, Volume 54, Number 2. pp 41-43.

Learning Style and Adjustment Issues of International Students. *Journal of Education for Business*. With Ralph Ruby, Jr. July/August 1999, Volume 74, Number 6. pp 363-367.

Observation: Key to Successful Classroom Management. *Business Education Forum*. With Ralph Ruby, Jr. October 1998, Volume 51, Number 1. pp. 40-41, 47.

The Learning Styles of Students Enrolled in Information Processing. *Business Education Digest*. With Ralph Ruby, Jr. May 1998, Volume VIII. pp. 1-15.

Should We Tax Internet Commerce? *Business Research Yearbook*. With Ken Griffin and Roy Whitehead. April 1998, Volume 5. pp. 230-234.

Taxation of Internet Commerce. *The CPA Journal*. With Roy Whitehead and Ken Griffin. January 1998, Volume LXVIII, Number 1. pp. 42-45, 51.

Internet Commerce: Security is Still a Concern. *Review of Accounting Information Systems*. With Ken Griffin and Roy Whitehead. Winter 1997-1998, Volume 2, Number 1. pp. 67-71.

Student Organizations: Statewide Responsibility and its Effect on Due Process. *Business Education Forum*. With Ralph Ruby, Jr. December 1997, Volume 52, Number 2. pp. 41-44.

The Learning and Teaching Styles of Tennessee Secondary Business Education Teachers. *Delta Pi Epsilon Journal*. Published: Winter 1995, Volume 37, Number 1. pp. 29-45. (single-author)

***Proceedings***

Class Notes: The Next Innovation in Note-Taking for Beginning Student Note-Takers. *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 48, (2018).

Comparing Two Delivery Methods to Teach Microcomputer Applications. *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 45, (2015).

Note-Taking: An Important Part of the Learning Process. *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 43, (2013), pp. 12-26.

Texting as a Teaching Communications Tool. Proceedings. *6th International Conference of the American Institute of Higher Education,* With Ralph Ruby, Jr. Published: Volume 4, No. 1, (2011), pp. 298-305.

Using SMS Text Messaging as a Note-Taking System. Proceedings. *Decision Sciences Institute [Southeast Region],* With Ralph Ruby, Jr. Published: Volume 40, (2010), pp. 363-366.

How Students Learn and Their Learning Styles in MIS Courses. Proceedings. *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 37, ( 2007), pp. 536-539.

The Traditional Approach versus the Information Systems Approach to Teaching Microsoft Office. Proceedings: *Decision Sciences Institute [Southwest Region]*, Published: Volume 37, (2006), pp. 427-430. (single-author)

What Place Does COBOL Really Hold in the Curriculum? Proceedings: *Decision Sciences Institute [Southeast Region]*, Published: Volume 34, (2004), pp. 120-121. (single-author)

The Computer Applications Course: Time for an Update or Business as Usual. Proceedings: *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 34, (2004), pp. 124-125.

Internet-Based Versus Instructor-Led Learning: A Comparative Study. Proceedings: *Decision Sciences Institute [Southwest Region]*, With Russ Jones and Farhad Moeeni. Published: Volume 35, (2004), pp. 185-188.

Making the Move from Educating to Training: Lessons Learned. Proceedings: *Decision Sciences Institute [Southeast Region]*, Published: Volume 33, (2003), pp. 213-214. (single-author)

Directed Discovery – A Learning Strategy in an E-Learning Environment. Proceedings: *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published: Volume 33, (2003), pp. 408-409,

Can Teaching and Learning Strategies be Enhanced Using an E-Learning Tool? Proceedings: *Decision Sciences Institute [Southeast Region] Theory and Applications Proceedings*, With Ralph Ruby, Jr. Published: Volume 32, (2002), pp. 40-41.

Dean’s Perceptions of their Computer Curriculum. Proceedings: *Decision Sciences Institute Annual Meeting,* With Ralph Ruby, Jr.Published: Fall 2000.

Teaching Software Skills through Discovery. Proceedings: *Decision Sciences Institute Annual Meeting*, With Ralph Ruby, Jr. Published: Fall 1998.

Managing the Learning Environment by Observation. Proceedings: *Fifth Annual Southwestern Business Administration Teaching Conference*. With Ralph Ruby, Jr. Published: Fall 1998.

Adjusting to Life at an American Educational Institution: Professors Helping Students. Proceedings: *Fourth Annual Southwestern Business Administration Teaching Conference.* With Ralph Ruby, Jr. Published: Summer 1997.

Learning Styles and Teaching Styles: We All Have Them, But How Do We Use Them In The Classroom? Proceedings: *Second Annual Southwestern Business Administration Teaching Conference*. Published: Summer 1995. (single-author)

***Presentations***

AState Texting Champ and Keyboarding Champ and Class Notes App (Invited Presentation), Buffalo Island Central School Board Meeting, With Ralph Ruby, Jr. 2018.

Class Notes: The Master Note Taking System for Students. *Arkansas Curriculum Conference,* With Ralph Ruby, Jr. Little Rock, AR, 2017.

Class Notes: The Master Note Taking System for Students. *Southern Business Education Association*, With Ralph Ruby, Jr. Savannah, GA, 2017.

A-State Academic Keyboarding Champ and Texting Champ apps – Skill Building and Fund Raising. *Alabama Business Education Association 52nd Annual Conference*, With Ralph Ruby, Jr. Muscle Shoals, AL. 2017.

Gamification Bazinga! (Gaming and App Development) 2-hour workshop. *SBEA,* With Ralph Ruby, Jr. Myrtle Beach, SC, October 2016.

Comparing Two Delivery Methods to Teach Microcomputer Applications. *Decision Sciences Institute [Southeast Region]*, With Ralph Ruby, Jr. Published 2015.

GLOBAL EDUCATION Helping Students Maximize Their Performance. *19th Annual Course Technology Computing Conference*, With Ralph Ruby, Jr. Nashville, TN, March 12, 2014.

Note-Taking: An Important Part of the Learning Process. *Southeast Decision Sciences Institute*, With Ralph Ruby, Jr., Charleston, SC, February 2013.

The Championship Series – Texting Champ and Keyboarding Champ. *Paragould Kiwanis Club*, With Ralph Ruby, Jr., Paragould, AR July 3, 2012.

The Ruby Translator, Speaking the Language. *Metro Rotary*, With Ralph Ruby, Jr., Jonesboro, AR, January 12, 2012.

Texting as a Teaching Communications Tool. *6th International Conference of the American Institute of Higher Education,* With Ralph Ruby, Jr. Charleston, SC, April 7, 2011.

Decoding Teen Texting Lingo. *Arkansas Juvenile Officers Association*, With Ralph Ruby, Jr. Mount Magazine, AR, March 16, 2011.

Using SMS Text Messaging as a Note-Taking System. *Decision Sciences Institute [Southeast Region],* With Ralph Ruby, Jr. Wilmington, NC, February 17, 2010.

How Students Learn and Their Learning Styles in MIS Courses. *Decision Sciences Institute [Southeast Region]*. With Ralph Ruby, Jr. Savannah, GA, February 21, 2007.

A Presentation Given to Explain the Process of Writing a Research Proposal using PowerPoint as a Tool OR How to Write a Research Proposal. *McNair Achievement Program*, July 5, 2006. (single-author)

Approaches to Teaching Microcomputer Applications. *Teaching Conference 2006, ASU College of Business*, April 6, 2006. (single-author)

The Traditional Approach versus the Information Systems Approach to Teaching Microsoft Office. *Decision Sciences Institute [Southwest Region]*, Oklahoma City, OK March 2, 2006. (single-author)

Comparing Web-Based Content Delivery and Instructor-Led Learning in a Telecommunications Course. *Teaching Conference 2005, ASU College of Business*, with Farhad Moeeni. April 11, 2005.

What Place Does COBOL Really Hold in the Curriculum? *Decision Sciences Institute [Southeast Region]*, Charleston, SC February 26, 2004. (single-author)

The Computer Applications Course: Time for an Update or Business as Usual. *Decision Sciences Institute [Southeast Region]*, with Ralph Ruby, Jr. February 26, 2004. (single-author)

Making the Move from Educating to Training, Lessons Learned. *Decision Sciences Institute [Southeast Region*]. Williamsburg, VA February 27, 2003. (single-author)

Directed Discovery, A Learning Strategy in an E-Learning Environment. *Decision Sciences Institute [Southeast Region*]. Hilton Head, SC with Ralph Ruby, Jr. February 26, 2003.

Can Teaching and Learning Strategies be Enhanced Using an E-Learning Tool? *Decision Sciences Institute [Southeast Region*]. Hilton Head, SC with Ralph Ruby, Jr. February 21, 2002.

Dean’s Perceptions of their Computer Curriculum. *Decision Sciences Institute*. Orlando, FL with Ralph Ruby, Jr. November 19, 2000.

Web-Instruction: Filling the Gap between Theory and Practice. Invited Presentation. *2000 INFORMS-Ed Conference (Institute for Operations and Management - Education Track).* Salt Lake City, UT with Ralph Ruby, Jr. May 9, 2000.

Technology: The Changing Face of Business. Invited Presentation. *International Association of Executive Housekeepers*. Conway, AR March 25, 1999. (single-author)

Teaching Software Skills Through Discovery. Refereed Presentation. *1998 Decision Sciences Institute Annual Meeting*. Las Vegas, NV with Ralph Ruby, Jr. November 22, 1998.

Service/Student Organizations. *Presentation to new faculty in UCA College of Business Administration*. August 1998. (single-author)

Managing the Learning Environment. Refereed Presentation. *Fifth Annual Southwestern Business Administration Teaching Conference.* Houston, TX with Ralph Ruby, Jr. October 24, 1997.

The Learning Styles of International MBA Students.Refereed Presentation. *American Vocational Association Convention*. Cincinnati, OH with Ralph Ruby, Jr. December 4, 1996.

Adjusting to Life at an American Educational Institution: Professors Helping Students. Refereed Presentation. *Fourth Annual Southwestern Business Administration Teaching Conference.* Houston, TX with Ralph Ruby, Jr. October 19, 1996.

The Learning Styles and Attitudes About Computer Usage of Business Students Enrolled in Information Processing: Final Report. Refereed Presentation. *American Vocational Association Convention*. Denver, CO with Ralph Ruby, Jr. December 1, 1995.

Comparison of Learning Style and Computer Attitudes of Students Enrolled in Information Processing: Preliminary Report. Refereed Presentation. *American Educational Research Association Annual Meeting.* San Francisco, CA with Ralph Ruby, Jr. April 20, 1995.

Learning Styles and Teaching Styles: We All Have Them, But How Do We Use Them In The Classroom? Refereed Presentation *Second* *Annual Southwestern Business Administration Teaching Conference*. Houston, TX October 21, 1994. (single-author)

How to Purchase a Computer. *Conway Kiwanis Organization*. Spring 1994. (single-author)

The Learning and Teaching Styles of Tennessee Secondary Business Education Teachers. Refereed Presentation. *American Vocational Association Convention*. Nashville, TN December 3, 1993. (single-author)

***Other Publications***

Essentials of Management Information Systems 6th Edition, November 2004. *Instructor’s Manual for Web Items*. Prentice Hall, Publisher, Upper Saddle River, NJ. (single-author)

Essentials of Management Information Systems 6th Edition, July 2004. *Instructor’s Manual*. Prentice Hall, Publisher, Upper Saddle River, NJ. (single-author)

Programming Right from the Start with Visual Basic .NET, November 2003. *PowerPoint Presentations*. Prentice Hall, Publisher, Upper Saddle River, NJ. (single-author)

Management Information Systems, 9th Edition, September 2003. *Test Bank*. Prentice Hall, Publisher, Upper Saddle River, NJ. (single-author)

Management Information Systems, 9th Edition, September 2003. *Interactive Study Guide*. Prentice Hall, Publisher, Upper Saddle River, NJ. (single-author)

Information Systems, A Management Approach, January 2003. *Instructor’s Manual*. [Chapters 1-3] John Wiley & Sons, Inc., Publisher, Hoboken, NJ. (single-author)

Introduction to Information Technology, May 2001. *WebCt Course* (*Web Course Tools*). With Ralph Ruby, Jr. John Wiley & Sons, Inc., Publisher, Hoboken, NJ.

Microsoft Windows 2000 Brief Edition, September 2000. *Instructor’s Resource Manual and Test Bank*. Irwin/McGraw-Hill, Inc., Publisher, Boston, MA. (single-author)

Microsoft FrontPage 2000 Brief Edition, July 2000. *Instructor’s Resource Manual and Test Bank*. Irwin/McGraw-Hill, Inc., Publisher, Boston, MA. (single-author)

Microsoft Outlook 2000 Brief Edition, February 2000. *Instructor’s Resource Manual and Test Bank*. Irwin/McGraw-Hill, Inc., Publisher, Boston, MA. (single-author)

Teaching About Modern Technology Through the Report Process. *Tested Teaching Ideas for Business Communication*. Entry in edited book. ISBN 0-07-006912-3. 1994. McGraw-Hill, Inc, Publisher, Boston, MA. (single-author)

The Job Search Process. *Tested Teaching Ideas for Business Communication.* Entry in edited book. ISBN 0-07-006912-3. 1994. McGraw-Hill, Inc, Publisher, Boston, MA. (single-author)

Every Student Can Learn. *Spring Catalog* (15 volumes) of J. Weston Walch, Publisher, January 1994. (single-author)

***Textbooks***

Note: Each textbook has four components: A student textbook, an instructor’s resource manual, student data disks, and instructor data answer disks.

*Lab Activities for the World Wide Web. Annual Editions: Academic Year 2002-2003* with companion Web Site (http://www.clt.astate.edu/labactivities). July 2002, with Ralph Ruby, Jr. ISBN 1-57676-097-9. Scott/Jones, Inc. Publisher, El Granada, CA.

*Lab Activities for the World Wide Web. Annual Editions: Academic Year 2001-2002* with companion Web Site (http://www.clt.astate.edu/labactivities). August 2001, with Ralph Ruby, Jr. ISBN 1-57676-073-1. Scott/Jones, Inc. Publisher, El Granada, CA.

*Lab Activities for the World Wide Web. Annual Editions: Academic Year 2000-2001* with companion Web Site (http://www.clt.astate.edu/labactivities). August 2000, with Ralph Ruby, Jr. ISBN 1-57676-039-1. Scott/Jones, Inc. Publisher, El Granada, CA.

*Lab Activities for the World Wide Web. Annual Editions: Academic Year 1999-2000* with companion Web Site (http://www.business.uca.edu/labactivities/). January 2000, with Ralph Ruby, Jr. ISBN 1-57676-053-7. Scott/Jones, Inc. Publisher, El Granada, CA.

*Microsoft Word 97: Economy Pack.* 1998, with Ralph Ruby, Jr. ISBN 1-57676-010-3. Scott/Jones, Inc. Publisher, El Granada, CA.

*Microsoft Excel in Your Classroom. (Macintosh and Windows Platform).* 1997, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2894-3 J. Weston Walch, Publisher, Portland, ME.

*System 7 in Your Classroom. (Macintosh Platform).* 1997, with Ralph Ruby, Jr. ISBN -0-8251-2912-5 J. Weston Walch, Publisher, Portland, ME.

*Ami Pro in Your Classroom. (Windows Platform)*. 1996, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2832-3 J. Weston Walch, Publisher, Portland, ME.

*Microsoft Works in Your Classroom. (Windows Platform).* 1996, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2830-7 J. Weston Walch, Publisher, Portland, ME.

*Quattro Pro in Your Classroom. (MS-DOS Platform).* 1996, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2815-3 J. Weston Walch, Publisher, Portland, ME.

*WordPerfect for Desktop Publishing for Windows. (Windows Platform)*. 1996, with Ralph Ruby, Jr. ISBN 0-8251-2813-7 J. Weston Walch, Publisher, Portland, ME.

*PageMaker in Your Classroom. (Macintosh and Windows Platform)*. 1995, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2724-6 J. Weston Walch, Publisher, Portland, ME.

*WordPerfect in Your Classroom*. *(Windows Platform).* 1995, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2726-2 J. Weston Walch, Publisher, Portland, ME.

*Microsoft Works in Your Classroom. (MS-DOS Platform).* 1995, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2750-5 J. Weston Walch, Publisher, Portland, ME.

*Microsoft Word in Your Classroom. (Macintosh Platform)*. 1995, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2683-5 J. Weston Walch, Publisher, Portland, ME.

*WordPerfect in Your Classroom. (Macintosh Platform).* 1995, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2625-8 J. Weston Walch, Publisher, Portland, ME.

*The Computer in Your Classroom. (MS-DOS and Apple Platforms)*. 1994, with Ralph Ruby, Jr. ISBN 0-8251-2602-9 J. Weston Walch, Publisher, Portland, ME.

*Windows in Your Classroom.* 1994, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2442-5 J. Weston Walch, Publisher, Portland, ME.

*WordPerfect for Desktop Publishing. (MS-DOS Platform).* 1993, with Ralph Ruby, Jr. and Steve Corder. ISBN 0-8251-2383-6 J. Weston Walch, Publisher, Portland, ME.

**Professional Development**

***Certifications***

CompTIA IT Project+ Certified Professional, October 3, 2003

***Grants Awarded***

Horizon Institute of Technology Grant, Awarded December 2006 for 2007, Funds for Dreamweaver technical training at New Horizons, Memphis, TN, $1,000

ACTION for Kids Project, Awarded to Arkansas Division of Behavioral Health. Awarded Fall 2005. Supervisor, Dr. David Saarnio, Professor of Psychology; Co-Director of Office of Behavioral Research and Evaluation. Roles for the grant to serve as a liaison with Mid-South Health Systems, as a technical advisor to the evaluation team at ASU, as an advisor to the evaluation team, and training. Developed OBRE web site. This is a 6-year, $6.5 million grant. Contract ended Oct. 2008 because of funding issues.

College of Business Summer Research Grant, Awarded December 2004 for Summer 2005, Testing a New Paradigm for the Traditional Microcomputer Applications Course, $10,000

Horizon Institute of Technology Grant, Awarded December 2003 for 2004, Funds for Visual Basic technical training at New Horizons, Memphis, TN, $8,000

Public Service Award, November 1999 and July 1998, Funds to conduct a public service project for hosting Future Business Leaders of America District Competitions, $600.00

University Research Grant, April 7, 1998, Funds to conduct research titled “Computer Applications Skills Now and in the Future at AACSB Schools”, $646.00

**Media Outlets**

***Newspaper***

Changing World: Texting Application Replaces Note-Taking, (With Ralph Ruby, Jr.), *Jonesboro Sun*, 2018

Professors Hope to Increase Success with Note-Taking App, (With Ralph Ruby, Jr.), *The Herald,* 2018

***Television***

Interviewed regarding Class Notes App, (With Ralph Ruby, Jr.), *Mid-Day, KAIT8*, 2019

Interviewed regarding Class Notes App, (With Ralph Ruby, Jr.), *Nightly News, KJNB-TV,* 2018

**Service Activities**

## Arkansas State University

***University***

Advisor to Stem Intern. Worked with student on background review of AI and the software CorrectEnglish, (2020)

Undergraduate Graduation and Academic Appeals Committee Member (2006-2016) Chair (Fall 2008 – Summer 2017)

Title IX Committee and sub-committee, Secretary, Appointed by Chancellor, 2014

NACEP – National Alliance of Concurrent Enrollment Partnerships – work with Regional Programs on their accreditation of concurrent programs. I am involved for the CIT 1503 Microcomputer Class. (2009-2014)

Student Honors Awards Selection Committee (2009-2010)

Academic Hearing Committee (2009-2013 Secretary 2013)

***College***

**Internal Service Award Winner, 2015**

**Professional Service Award Winner, 2005-06**

Women’s Business Leadership Conference Committee (2016-2017)

Departmental representative for the College of Business PRT Committee (2009-2013, 2018)

Accounting Department PRT Committee (2013-2016)

Member College of Business Undergraduate Curriculum Committee (2009-2011, 2013)

Member Oral Communications Assessment Committee (2009-present)

Member College of Business Honors Committee, Department Representative Fall 2005

COB representative for Undergraduate Graduation and Academic Appeals Committee Member (2004-2016) Chair (2006-2016)

Member Graduate Faculty Fall 2001 – present

Member Student Admissions, Recruiting, and Retention Committee Spring 2003

Member Technology and Instructional Responsibilities Committee (Vice-Chair, 2003) Fall 2001 – 2003

Faculty Liaison for College of Business Alumni Chapter Fall 2001- 2010

Member Outreach Committee Fall 2001-Fall 2002, Fall 2004

***Departmental***

Department PRT Committee elected Spring 2009-2013, 2016-present

Graded MSISeC SAD Comprehensive Exam (2009)

Created Teaching Schedules, Fall 2007-2009

Course Coordinator for CIT 1503, Spring 2008-2019

iPad Initiative 2013

Search Committee member, Spring – Summer, 2007

Curriculum Committee, Fall 2004-2008, 2016-present

Library Selections Coordinator, Fall 2004-present

Coordinator for Virtual Internship Program, Spring 2004 – Spring 2005

Phonathon, Spring 2004, 2008

Faculty Adviser for Association of Information Technology Professionals (Student Chapter). Fall 2001 – Summer 2008

Designed master syllabi for the following courses: CIT 4853 IT Project Management – Spring 2005; CIT 3033 Advanced Visual Basic Programming – Fall 2004; MIS 3013 Management Information Systems – Fall 2003. MIS 3603 Business Systems Analysis & Design I; MIS 3613 Business Systems Analysis & Design II; MIS 3273 Modern Programming Languages; MIS 2033 Visual Basic Programming; MIS 6463 Information Systems Analysis & Design – Fall 2001

Grievance Committee 2003-2004

Participated in telephone interviews for MIS candidates – December 2003 – January 2004

***Corporate/AState Training***

Two Sides of Project Management: Technical and Leadership

AState Leadership Development Program

April 2015

The Leadership Side of Project Management

AState Leadership Development Program

November 2014

Microsoft Excel Spreadsheets – 6-hour course

First National Bank, Paragould, AR

February 2003

Visual Basic Programming – 24-hour course

LA Darling Engineering, Piggott, AR

May-June 2002

***Community Service***

Participated in two COVID Vaccination Clinics, 2021

Judge for Public Speaking event for Jr. Hi. FBLA, 2011, 2015

Judge for Public Speaking event for Arkansas Family, Career and Community Leaders of America (FCCLA). December 6, 2006

Pleasant Grove UMC – Finance & Stewardship Committee October 2013 – 2014, 2016-2017

Pleasant Grove UMW – Treasurer September 2013-2017

Member, Spirit Ridge (Horse Therapy) administrative duties and others 2007

Greene County Tech High School, Consulting, Business Department, Consulting, 2014

Dr. Michael McClurkan, Consulting, 2014

Newsletter Developer/Editor for Pleasant Grove United Methodist Church August 2006-2013

Lay Speaker Training to become Certified Local Lay Speaker Sept./Oct. 2006/ Apr. & Sept. 2016 for United Methodist Church

City Youth Ministries – Set up Mailing Labels document for secretarial staff. March 2006

Led In-Service for Black Rock School Teachers titled “Exploring the Web: 15 Exercises,” August 2004

Developed Rotary District 6150 Monthly Newsletter for Dr. Len Frey, Editor, August 2003 – June 2005

**Professional Memberships** (alphabetized)

Arkansas State University Alumni Association – since 2006

Beta Gamma Sigma Honor Society, Arkansas State University - inducted 1989

Decision Sciences Institute – 1998-2001, 2003-present

Decision Sciences Institute [Southeast Region] – since 2002

National Business Education Association, Southern Business Education Association – 1988 – 2000, 2010-present

Omicron Tau Theta, University of Tennessee - inducted 1991

*Profiles in Business and Management* (an International Directory of Scholars and Their Research) Harvard Business School Publishing – Listed 1996