

ANITA C. JAMES

Curriculum Vitae

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EDUCATION

<u>Institution</u>	<u>City/State</u>	<u>Dates</u>	<u>Degree</u>	<u>Conferred</u>
University of Southern California	Los Angeles, CA	9•74–6•77	Ph.D.	8•18•78
University of Connecticut	Storrs, CT	9•70–6•72	M.A.	6•05•72
Fresno State College	Fresno, CA	9•66–1•70	B.A.	1•23•70

PROFESSIONAL ACADEMIC EXPERIENCE

<u>Institution/Dates</u>	<u>Responsibilities</u>
Ohio University School of Communication Studies 6•13–Present	Associate Professor Emerita, School of Communication Studies Teach undergraduate and/or graduate courses during the spring semester under the Early Retired Faculty program.
Ohio University Scripps College of Communication Athens, Ohio 8•12–6•13	Interim Assistant Dean for Undergraduate Services. Respond to student requests, concerns, problems; attend recruitment events. Select interns and manage financial matters related to scholarships and internships. Represent interests of Scripps College to various internal and external constituencies. Chair College Curriculum Committee and Undergraduate Directors Committee. Supervise two staff.
Ohio University School of Communication Studies Athens, Ohio 9•91–6•13	Associate Professor, School of Communication Studies (formerly Interpersonal Comm.). Teach graduate and undergraduate courses in organizational communication, training and development, field research methods, and communication theory. Advise undergraduate and graduate students; direct theses and dissertations; other standard faculty responsibilities.
Ohio University School of Communication Studies Athens, Ohio 7•02–7•10	Associate Director for Undergraduate Studies, School of Communication Studies. In addition to the duties and responsibilities explained below, meet all prospective high school students (and parents), provide advice to students interested in transferring into the School, review all transfer applications and decide who is accepted, revise all materials about the undergraduate program, read and correct/supplement School's catalog copy, and other duties as they arise.
Ohio University School of Interpersonal Comm. Athens, Ohio 1•91–9•98	Internship Director, School of Interpersonal Communication. Planned, coordinated, supervised, and evaluated internship experiences for undergraduate and graduate students. Developed internship opportunities for students; designed screening and evaluation processes, and publicized program.
Ohio University School of Interpersonal Comm. Athens, Ohio 7•94–8•97	Director of Computer Lab, School of Interpersonal Communication. Supervise, train, and schedule 8-12 lab assistants and one PACE student, determine software and hardware purchases, maintain software and hardware. Upgraded lab from 2/386 processors and dot-matrix printers to Pentium processors and networked printing.

Ohio University
School of Interpersonal Comm.
Athens, Ohio
7•78–8•91

Assistant Professor, School of Interpersonal Communication.

Taught graduate and undergraduate courses in organizational communication, training and development, and communication theory. Advised undergraduate and graduate students; directed theses and dissertations; other standard faculty responsibilities.

Ohio University
VP for Administration
Athens, Ohio
9•85–6•88

Program Coordinator, University Professional Development Program.

Designed, developed, implemented (hired staff and/or taught), and evaluated professional development programs for all contract administrators, civil service, and bargaining unit staff at the University (approximately 2,500). The position was funded at 49 percent through the V.P. for Administration; 51 percent remained vested in the faculty position. Supervised one secretary and one PACE (Program to Aid Career Exploration) student; accountable for budget for the program.

Ohio University
School of Interpersonal Comm.
Athens, Ohio
7•78–9•81

Director of Forensics, School of Interpersonal Communication.

Responsible for development and administration of nationally-ranked undergraduate program in competitive debate and individual events. Supervised one faculty member, five graduate associates, and 30 team members. Accountable for budget in excess of \$20,000. Team consistently ranked in Top Five in nation. Taught courses in communication theory, argumentation, and organizational communication.

Santa Rosa Junior College
Dept. of Speech
Santa Rosa, California
9•77–6•78

Andreini Visiting Professor and Director of Forensics.

Taught courses in organizational communication and interpersonal communication. Responsible for nationally-ranked undergraduate program in competitive debate and individual events. Supervised one faculty member, 15 team members, and support budget. Team ranked in Top Five nationally in 1978.

University of So. California
Dept. of Speech Communication
Los Angeles, California
9•74–8•77

Teaching Associate and Director of Individual Events.

Taught undergraduate courses in argumentation and spoken communication. Responsible for the development and maintenance of an undergraduate program in competitive individual events. Supervised 12 team members and support budget. Special research assistant for Summer Symposium in Political Campaign Communication, 1976; instructor in Research Seminar in Contemporary Problems.

California State University, Fresno
Dept. of Speech Communication
Fresno, California
9•72–6•74

Lecturer and Assistant Director of Forensics.

Taught undergraduate courses in interpersonal communication and spoken communication. Responsible for undergraduate program in competitive individual events. Supervised 25 team members and travel budget.

University of Connecticut
Dept. of Speech Communication
Storrs, Connecticut
9•70–6•72

Teaching and Research Associate.

Taught undergraduate courses in spoken communication and worked with the undergraduate competitive debate program. Prepared research materials for funded grant on "Children and Violence in the Media." Grant directed by Dr. Gerhard J. Hanneman.

Fresno State College
Dept. of Speech Communication
Fresno, California
9•68–1•70

Undergraduate Teaching Assistant.

Assisted faculty with courses, presented occasion lectures, evaluated presentations, and graded papers. Assistance was four courses in oral interpretation and American public address.

PROFESSIONAL MEMBERSHIPS

- American Forensic Association
[Life Member]
- American Society for Training and Development
- International Communication Association
[Life Member]
- National Communication Association
[Life Member]

- Ohio Communication Association

SERVICE TO PROFESSIONAL ORGANIZATIONS

- American Forensics Association:
[inactive]
- Professional Relations Committee, revised Code of Ethics, 1980–84
 - *ad hoc* Committee on Forensic Tournament Alternatives, 1980
 - *Calendar*, sub-editor, 1979–80
 - District V representative, NIET Committee, 1979–80
 - *ad hoc* Committee on Ballot Review and Selection, designed AFA Form W, 1977
- Central States Communication Association:
- Reader (elected) for Organization/Business and Professional Communication Division, 1982–83, 1986–87
 - Ohio representative to States Advisory Council, 1984–86
- Delta Sigma Rho•Tau Kappa Alpha:
- *Speaker & Gavel*, Editorial Board, 1979–83
- International Communication Association:
- ICA/NCA OrgComm divisions *Task Force* on a joint project, 2005-06
 - Photographer, Division IV, 1998-present
 - Reader (elected) for Organizational Communication Division, 1982–83
 - Editor, *Division IV News*, 1990–95; 1998–2000
- National Communication Association:
[formerly the Speech Communication Association]
- Reader, Applied Communication Division, March 2012
 - Reader, Organizational Communication Division, March 2012
 - Reader, Applied Communication Division, March 2011
 - Reader, Applied Communication Division, February-March 2010
 - Reader, Applied Communication Division, February-March 2009
 - Reader, Applied Communication Division, February-March 2006
 - Reader, Organizational Communication Division, March 2004
 - Monograph and Book Award Naming Task Force, Applied Communication Division, 2000-01
 - Delegate, Legislative Council, 1990–92
 - Chair, Applied Communication Section, 1990–91
 - Vice Chair, Applied Communication Section, 1989–90; Program Planner for 1990 convention
 - Vice Chair-Elect (elected), Applied Communication Section, 1988–89
 - Executive Board (elected), Applied Communication Section, 1987–88
 - Planning Committee, *Pragmatics of Communication Training: Hands-On Issues*, pre-conference sponsored by Applied Communication Section, 1986–87
- National Forensic Association:
- Executive Board, 1977–80
 - Director of Judges, National Tournament, 1977–79
 - Select Committee on I.E. Nationals and Constitution Revision, 1976–78
- Ohio Communication Association:
- Selection Committee, Debut Program, 1992
 - Editor, *The Ohio Speech Journal*, 1984–85
 - Business Manager, *The Ohio Speech Journal*, 1982–84
 - College representative (elected) to Executive Board, 1981–83
 - Chair, Awards Committee, 1981–83
- Ohio Forensic Association:
- Committee on Trophy Alternatives, 1979–80
- Organization for Research on Women & Communication (ORWAC of WCA):
- President, 1977–79
 - Vice-President, 1976–77
- Western Communication Association:
- Committee to Investigate Advances in Empirical Research, 1976–79

PUBLICATIONS

[chronological order with most recent first]

Hale, C., & James, A. (2013). The sisterhood of the hammer: Women organizing for community and self. In M. Kramer, L. Gossett, & L. Lewis (Eds.), *Communication and volunteering*. New York, NY: Peter Lang, Publisher.

- James, A. (2001). Clarifying who's in charge. In S. DeWine, *The consultant's craft* (2nd ed.) (pp. 237-240). Boston, MA: Bedford/St. Martin's.
- James, A. (1999, January). Research Center questions. *Civitan Magazine*, pp. 14-15. Birmingham, AL: Civitan International.
- James, A. (1996, Spring). Make your butterflies fly in formation. *TOPS talk*, pp. 1, 4. Nelsonville, OH: Human Services Development Institute of Hocking College.
- James, A., & Baum, E. (1995). Refereed review of *The Personal Profile Software System*. *Human Resource Development Quarterly*, 6(1), 114-118.
- James, A., & DeWine, S. (1990). Shootout at Midwest Manufacturing: When supervisors and staff clash. In B.D. Sypher (Ed.), *Case Studies in Organizational Communication* (pp. 177-189). New York: Guilford Publications, Inc.
- Query, J., Jr., & James, A. (1989). The relationship between interpersonal communication competence and social support among elderly support groups in retirement communities. *Journal of Health Communication*, 1(3), 165-184.
- DeWine, S., & James, A. (1988). Examining the communication audit: Assessment and modification. *Management Communication Quarterly*, 2(1), 148-173.
- Baum, E., & James, A. (1987). Using Social Styles training to improve organizational communication. In E. Baum (Ed.), *1987 Yearbook of Professional and Organizational Development* (pp. 1-11). Columbus, OH: Section on Professional and Organizational Development/American Society for Public Administration.
- James, A. (1984). *Study Guide for Interpersonal Communication 234: Introduction to Communication Theory*. Office of Lifelong Learning, Independent Study, Ohio University, Athens, OH, 173 p.
- James, A. (1980). Forensics in the eighties: You can never find an oracle when you need her. *Speaker and Gavel*, 17(2), 92-96.
- James, A. (1979). The seventies in retrospect: Even hindsight can be myopic. *Speaker and Gavel*, 17(1), 24-30.

ERIC DOCUMENTS

- DeWine, S., James, A., & Walence, W. (1985, May). Validation of organizational communication audit instruments. *ERIC*, ED 266-494, 56 p.
- DeWine, S., & James, A. (1982, May). A comparative analysis of organizations' communication structure: Organizational technology and outcomes as determinants of internal communication. *ERIC*, ED 216-409, 36 p.
- DeWine, S., & James, A. (1982, November). The Hippocratic oath and standards for organizational communication consultants. *ERIC*, ED 165-217, 12 p.

CONVENTION PAPERS

- Baum, E., & James, A. (1984, August). *Communication in public and private sector organizations*. Public Sector Division. Paper presented at the meeting of the Academy of Management, Boston, MA.*
- DeWine, S., & James, A. (1982, May). *A comparative analysis of organizations' communication structure: Organizational technology and outcomes as determinants of internal communication*. Division IV. Paper presented at the meeting of the International Communication Association, Boston, MA.*
- DeWine, S., & James, A. (1978, November). *The Hippocratic Oath and standards for consulting*. Applied Communication Section. Paper presented at the meeting of the Speech Communication Association, Minneapolis, MN.**
- DeWine, S., James, A., & Walence, W. (1985, May). *Validation of organizational communication audit instruments*. Division IV. Paper presented to the meeting of the International Communication Association, Honolulu, HI.*
- DeWine, S., Hale, C., & James, A. (1991, May). *Organizational maintenance: Successful assimilation through mentoring relationships*. Division IV. Paper presented at the meeting of the International Communication Association, Chicago, IL.**
- DeWine, S., Putnam, L., & James, A. (1980, May). *The role of communication in organizational conflict and negotiations: A position paper*. Division IV. Paper presented at the pre-conference seminar, International Communication Association, Monterrey, MEX.**

- James, A. (1989, April). *Administrative considerations in offering a communication program at off-campus sites*. Vice-President's program. Paper presented at the meeting of the Central States Speech Association, Kansas City, MO.**
- _____. (1977, November). *An inquiry into the relationships among judging philosophies, demographic characteristics, and debate ballot rationales: A beginning*. Western Forensic Association. Paper presented at the meeting of the Western Speech Communication Association, Phoenix, AZ.*
- _____. (1982, April). *Assessing information dissemination satisfaction in your organization*. Paper presented at the meeting of the American Business Communication Association, Indianapolis, IN.*
- _____. (1999, November). *The circus of consulting: The choreographer*. Paper presented at the meeting of the National Communication Association, Chicago, IL.*
- _____. (1984, April). *Communication assessment in a public agency*. Section on Professional and Organizational Development. Paper presented at the meeting of the American Society for Public Administration, Denver, CO.*
- _____. (1979, October). *Communication criticism: OFA wild card event*. Ohio Forensic Association. Paper presented at the meeting of the Speech Communication Association, Columbus, OH.**
- _____. (1985, October). *Criticism in action: Analysis of 'A Rhetorical Analysis of Senator Jepsen of Iowa'*. Rhetoric and Public Address Interest Group. Paper presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.**
- _____. (1985, March). *Feedback for effective management*. Section on Professional and Organizational Development. Paper presented at the meeting of the American Society for Public Administration, Indianapolis, IN.*
- _____. (1986, April). *Helping university staff communicate competently*. Organizational/Business and Professional Communication Division. Paper presented at the meeting of the Central States Speech Association, Cincinnati, OH.**
- _____. (1985, May). *Identifying theory course components for practical application*. Division IV. Paper presented at the meeting of the International Communication Association, Honolulu, HI.*
- _____. (1982, April). *Information needs of the organization as they relate to its structure and function*. Paper presented at the meeting of the American Business Communication Association, Indianapolis, IN.*
- _____. (1982, November). *Measurement*. Action Caucus on Organizational and Intercultural Communication. Paper presented at the meeting of the Speech Communication Association, Louisville, KY.**
- _____. (1979, February). *Organizational communication research: Innovations and applications*. Organizational and Interpersonal Communication Interest Group. Paper presented at the meeting of the Western Speech Communication Association, Los Angeles, CA.**
- _____. (1983, May). *Organizational simulation as a training tool for the client: Consulting relationships*. Division IV. Paper presented at the meeting of the International Communication Association, Dallas, TX.*
- _____. (1984, November). *Practical applications and community needs: Placing the communication campaign in the community*. Commission on Experiential Learning in Communication. Paper presented at the meeting of the Speech Communication Association, Chicago, IL.**
- _____. (1979, April). *Regional judging characteristics: 1977 NDT*. Forensics Interest Group. Paper presented at the meeting of the Southern Speech Communication Association, Biloxi, MS.*
- _____. (1984, October). *Some do's and don'ts in communication consulting*. Applied and Organizational Communication Interest Group. Paper presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.**
- _____. (1988, May). *The need to emphasize applications in organizational communication pedagogy*. Division IV. Paper presented at the meeting of the International Communication Association, New Orleans, LA.*
- James, A., & Baum, E. (1984, April). *Assessing organizational communication*. Section on Professional and Organizational Development. Paper presented at the meeting of the American Society for Public Administration, Denver, CO.*
- James, A., & Baum, E. (1984, November). *Impact of communication training in a state agency*. Applied Communication Section. Paper presented at the meeting of the Speech Communication Association, Chicago, IL.*

- James, A., & Biggs, J. (1976, November). *The effects of 'history' on the generation of substantive statements during tasks in group decision-making*. Behavioral Sciences Interest Group. Paper presented at the meeting of the Western Speech Communication Association, San Francisco, CA.*
- James, A., & DeWine, S. (1984, May). *Routineness in financial organizations: The impact on communication and job satisfaction*. Division IV. Paper presented at the meeting of the International Communication Association, San Francisco, CA.*
- James, A., & Smilowitz, M. (1984, May). *Organizational communication theory and practice courses in the undergraduate curriculum*. Division IV. Paper presented at the meeting of the International Communication Association, San Francisco, CA.**
- Shepherd, S., & James, A. (1991, April). *Organizational communication issues of persons with disabilities*. Applied Communication Interest Group. Paper presented at the meeting of the Eastern States Communication Association, Pittsburgh, PA.**
- Villet, H., & James, A. (1996, May). *Follower sex, job congruence, and leader assessment of task readiness*. Division IV. Paper presented at the meeting of the International Communication Association, Montréal, CAN.*

* Denotes competitively selected paper.

** Denotes invited paper.

CONVENTION PROGRAM RESPONDENT

- James, A. (2009, November). Applied Communication Division. Response presented at the meeting of the National Communication Association, Chicago, IL.
- _____. (2004, November). *Communication and Organizational Change*. Organizational Communication Division. Response presented at the meeting of the National Communication Association, Chicago, IL.
- _____. (1997, April). *Top Competitive Papers in Organizational Communication*. Organizational and Professional Communication Interest Group. Response presented at the meeting of the Central States Communication Association, St. Louis, MO.
- _____. (1995, November). *Translating Theory into Practice*. Applied Communication Section. Response presented at the meeting of the Speech Communication Association, San Antonio, TX.
- _____. (1991, November). *Managing Conflict in Human Diversity*. Applied Communication Section. Response presented at the meeting of the Speech Communication Association, Atlanta, GA.
- _____. (1990, June). *Inequities, Communication Breakdowns, and Conflict Management in Organizations*, Division IV. Response presented (and distributed) at the meeting of the International Communication Association, Dublin, IRE.
- _____. (1989, November). *Top Three Papers, Applied Communication Section*. Response presented (and distributed) at the meeting of the Speech Communication Association, San Francisco, CA.
- _____. (1987, April). *Top Three Papers in Organizational Communication (CSSA)/Applied Communication (SSCA)*, Organizational/ Business and Professional Communication Division. Response presented at the meeting of the Central States Speech Association/Southern States Speech Association Joint Convention, St. Louis, MO.
- _____. (1986, May). *Leaders, Managers, and Supervisors: Competitive Papers in Organizational Communication*, Division IV. Response presented at the meeting of the International Communication Association, Chicago, IL.
- _____. (1986, May). *Training and Development: Cross Cultural Issues*, Division IV. Response presented at the meeting of the International Communication Association, Chicago, IL.
- _____. (1984, May). *Interpersonal Role Issues in Organizations*, Division IV. Response presented at the meeting of the International Communication Association, San Francisco, CA.
- _____. (1983, April). *New Directions in Organizational Communication*, Organizational/Business and Professional Communication Division. Response presented at the meeting of the Central States Speech Association, Lincoln, NB.
- _____. (1982, May). *Organizational Communication Theories and Practical Problems*, Division IV. Response presented at the meeting of the International Communication Association, Boston, MA.

_____. (1979, February). *Changing Concepts in Forensic Theory and Instruction*, Western Forensic Association. Response presented at the meeting of the Western Speech Communication Association, Los Angeles, CA.

CONVENTION PROGRAM DESIGNER/PARTICIPANT

2006, November. *Connecting the Generations: Women's Journeys in the Field—An Intergenerational Dialogue*. Women's Caucus. Presented at the meeting of the National Communication Association.

2000, November. *Engaging Service: Academicians and Active Citizenship*, Engaged Discipline Series. Presented at the meeting of the National Communication Association, Seattle, WA.

2000, May. *Issues in Managerial Communication*, Division IV. Chaired program presented at the meeting of the International Communication Association, San Francisco, CA.

1999, November. *The Circus of Consulting*, Roundtable Series. Presented at the meeting of the National Communication Association, Chicago, IL.

1999, May. *Issues in Managerial Communication*, Division IV. Chaired program presented at the meeting of the International Communication Association, San Francisco, CA.

1997, October. *Distance Education: The Classroom Experience*, Organizational Communication Interest Group. Presented on program at the meeting of the Speech Communication Association of Ohio, Westerville, OH.

1995, November. *Translating Theory into Practice*, Applied Communication Section. Designed and chaired program presented at the meeting of the Speech Communication Association, San Antonio, TX.

1994, July. *Teaching Communication Skills in Diverse Environments: Adult Learners and Reality*, Division IV. Designed, chaired, and presented on program at the meeting of the International Communication Association, Sydney, AUS.

1994, November. *Competitive Papers in Small Group Communication*, Applied Communication Section. Chaired program presented at the meeting of the Speech Communication Association, New Orleans, LA.

1993, November. Applied Communication Section. Chaired program presented at the meeting of the Speech Communication Association, Miami, FL.

1993, October. *Archival Data as a Source for Understanding Communication in Organizations*. Designed and chaired program presented at the annual meeting of the Speech Communication Association of Ohio, Columbus, OH.

1992, May. *Internal and External Environments and Organizational Communication*, Division IV. Chaired program presented at the annual meeting of the International Communication Association, Miami, FL.

1992, April. *Communication Training for Leadership*, Organizational and Professional Communication Division. Chaired program presented at the annual meeting of the Central States Communication Association, Cleveland, OH.

1991, October. *The Undergraduate Applied Experience*, Organizational Communication Interest Group. Designed, chaired, and presented on program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.

1990, February. Designed the 1990 Chicago convention program for Applied Communication Section of the Speech Communication Association—8 competitive papers sessions and 6 competitive programs.

1989, May. *Participatory Management and Performance in Organizations*, Division IV. Chaired program presented at the meeting of the International Communication Association, San Francisco, CA.

1989, April. *Designing an Applied Program of Communication Taught to Teachers at Off-Campus Sites*, Vice-President's Program. Designed and chaired program presented at the meeting of the Central States Speech Association, Kansas City, MO.

1988, November. *Persons with Disabilities as Trainers and Trainees*, Applied Communication Section. Designed and chaired program presented at the meeting of the Speech Communication Association, New Orleans, LA.

1987, May. *Communication, Organization, and Organizational Control*, Division IV. Chaired program presented at the meeting of the International Communication Association, Montreal, CAN.

- 1985, May. *Male-Female Communication in the Organization*, Division IV. Chaired program presented at the meeting of the International Communication Association, Honolulu, HI.
- 1983, October. *Teleconferencing and Organizations*, Organizational and Applied Communication Interest Group. Designed and chaired program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.
- 1983, May. *Communication Strategies in Work Environments*, Division IV. Chaired program presented at the meeting of the International Communication Association, Dallas, TX.
- 1983, May. *Sex Role Stereotyping and Socialization Processes in Organizations*, Division IV. Chaired program presented at the meeting of the International Communication Association, Dallas, TX.
- 1982, November. *Legislating Ethics: Compliance without Commitment?* American Forensics Association. Designed and chaired program presented at the meeting of the Speech Communication Association, Louisville, KY.
- 1982, October. *Corporate Training Programs: Process and Evaluation*, Organization and Applied Communication Interest Group. Designed and chaired program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.
- 1981, October. *So, You Want to Be a Consultant ...*, Organization and Applied Communication Interest Group. Designed, chaired, and panelist on program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.
- 1981, October. *Selected Papers in Forensics*, Ohio Forensic Association. Designed and chaired program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.
- 1980, October. *The Organizational Communication Curriculum at Ohio University*, Organization and Applied Communication Interest Group. Panelist on program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.
- 1980, May. *Androgyny and Mass Communication*, Women's Caucus. Chaired program presented at the meeting of the International Communication Association, Acapulco, MEX.
- 1980, May. *Forensics: An Educational Perspective*, Southern Forensics Association. Designed and chaired program presented at the meeting of the Southern Speech Communication Association, Birmingham, AL.
- 1979, October. *Judging Criteria: The Difference Between 1st and 6th*, Ohio Forensic Association. Panelist on program presented at the meeting of the Speech Communication Association of Ohio, Columbus, OH.

EDITORSHIPS/REVIEWER

- Editorial Board, *Communication Studies*, Jim Query, Ed., 2005-06.
- Editorial Board, special issue, *Communication Studies*, Jim Query, Ed., 2002-04.
- Editor, *Division IV News*. Organizational Communication Division, ICA, 1990-95, 1998-2000.
- Editorial Board, *Journal of Applied Communication Research*, W. Eadie, Ed., February 1990-93; Julia T. Wood, Ed., September 1993-1996.
- Reviewer, *Journal of Health Communication*, special issue, 2002.
- Reviewer, *Management Communication Quarterly*, 1988, 1993-2002.
- Reviewer, Harcourt, Brace, Jovanovich Publishers, College Division, 1988.
- Editor, *CSSA Speakers' List, 1987*. States Advisory Council, CSSA, April 1987.
- Editor, *CSSA Speakers' List, 1986*. States Advisory Council, CSSA, April 1986.
- Editor, *CSSA Speakers' List, 1985*. States Advisory Council, CSSA, April 1985.
- Editor, *Compendium of Human Resources in Organizational Communication, 1985*. Division IV, ICA, May 1985. Co-editor, G. Kreps.
- Editor, *The Ohio Speech Journal*, Speech Communication Association of Ohio, 1984-85.

GRANT PROPOSALS/FUNDED RESEARCH

College of Communication, Dean's Fund, grant for retreat for participants in the Cassese Corporate Communication Leaders program, Fall 2001.

TIPS [Technology Innovation Program] Grant, 1997-98. Ohio University Regional Higher Education.

Course conversion and enhancement. Funded for \$800 by Higher Education Microwave System program, Summer 1997.

The Effects on Intra-Agency Communication of Introducing Computerized Client Systems in Human Services Agencies. Funded for \$500 by the O.U. Research Committee, August 1989. Co-researchers, E. Baum and C. Gips.

Funding for three academic quarters (F/W/S 1988-89; F/W/S 1989-90) for undergraduate PACE (Program to Aid Career Exploration) student. Student works 15 hours per week with the Summer Extension Program. Competitive application process with approximately 50% of proposals funded.

The Summer Series on Effective Interpersonal Communication in the Classroom for Elementary and Secondary Teachers and Administrators. Co-authors, E. Bonaguro, S. DeWine, J. Pearson, E. Graham, and J. Rhea. Grant application for \$10,400 from external funding agency. Not funded, February 1987.

Assessing the Effects of Interpersonal Communication Styles and Subsequent Training Programs on Employees' Perceptions of Communication in Their Organizations, funded for \$2,800 by the O.U. Research Committee, April 1982. Co-author, E. Baum.

WORKSHOPS/SEMINARS/TRAINING CONDUCTED

Workshop topics include: Goal Setting, Long-Range Planning, Social Styles Training, Effective Communication in Organizations, Supervisory Skills, Time Management, Meeting Management, Nonverbal Communication, Listening Skills, Leadership Skills, Team Building, Designing Training Programs, and Training for Vocational Education Teachers and Students.

2012, 3 programs on 2 different topics, ranging from two to three hours in length.

2011, 2 programs on 2 different topics, ranging from two to three hours in length.

2009, 3 programs on 3 different topics, ranging from four to eight hours in length.

2008, 4 programs on 3 different topics, ranging from two to eight hours in length.

2007, 3 programs on 2 different topics, ranging from two to eight hours in length.

2006, 6 programs on 5 different topics, ranging from two to eight hours in length.

2005, 5 programs on 2 different topics, eight hours in length.

2004, 6 programs on 4 different topics, ranging from three to eight hours in length.

2003, 5 programs on 3 different topics, ranging from four to eight hours in length.

2002, 10 programs on 4 different topics, ranging from two to eight hours in length.

2001, 9 programs on 5 different topics, ranging from two to eight hours in length.

2000, 8 programs on 8 different topics, ranging from two to 10 hours in length.

1999, 9 programs on 3 different topics, ranging from one to eight hours in length.

1998, 3 programs on 2 different topics, ranging from two to eight hours in length.

1997, 4 programs on 2 different topics, ranging from two to 11 hours in length.

1996, 5 programs on 4 different topics, ranging from one to seven hours in length.

1995, 7 programs on 3 different topics, ranging from one to five hours in length.

1994, 5 programs on 5 different topics, ranging from one to seven hours in length.

1993, 4 programs on 4 different topics, ranging from two to eight hours in length.

1992, 6 programs on 4 different topics, ranging from two to ten hours in length.

1991, 10 programs on 5 different topics, ranging from two to 14 hours in length.

1990, 10 programs on 4 different topics, ranging from two to five hours in length.

1989, 20 programs on 5 different topics, ranging from one to eight hours in length.

1988, 15 programs on 10 different topics, ranging from two to eight hours in length.

1987, 30 programs on 18 different topics, ranging from two to eight hours in length.

1986, 26 programs on 15 different topics, ranging from two to eight hours in length.

1985, 21 programs on 11 different topics, ranging from two to eight hours in length.

1984, 24 programs on 14 different topics, ranging from two to eight hours in length.

1983, 21 programs on 14 different topics, ranging from two to eight hours in length.

1982, 15 programs on 10 different topics, ranging from two to eight hours in length.

1981, 10 programs on 6 different topics, ranging from two to eight hours in length.

1980, 6 programs on 4 different topics, ranging from two to eight hours in length.

1975-79, 10 programs on 8 different topics, ranging from two to eight hours in length.

PROFESSIONAL DEVELOPMENT ACTIVITIES

Blackboard Innovative Teaching Series, 5 hours. Blackboard, Inc., Washington, D.C., February 27, March 27, April 23, May 29, and July 24, 2012. Received in Athens, OH.

Ipad in Education, 1.5 hours, Ohio University, October 27, 2012.

Non-Profit Leadership, 5 hours. The Athens Foundation, August 23, 2011.

Blackboard 9.1 Pilot training, 2 hours. Ohio University, August 10, 2011.

ACALOG Training, 2 hours, Registrar's Office, Ohio University, January 22, 2009.

Engaging Students with Technology, 4 hours, Center for Teaching Excellence, Ohio University, November 6, 2008.

TAGS, Ohio SuperComputer Center, Ohio State University, Columbus, Ohio, October 6, 2008.

Learning Outcomes & Assessment, 8 hours, Center for Teaching Excellence, Ohio University, April 18, 2008.

Photoshop CS2, 7 hours, PowerPoint Institute, Covington, KY, August 29, 2006.

WorkForce Manager timesheet training, 2.5 hours, Communication Network Services, August 16, 2005.

Communication Networks in the Public Interest I: Overview of Communication Network Analysis, 3.5 hours, International Communication Association Convention Pre-Conference, New Orleans, LA, May 27, 2004.

Microsoft ACCESS, 4 hours, Computer Services, April 20 and April 22, 2004.

OULN System Training, 2 hours, Copeland Hall, April 07, 2004.

- Microsoft Project 2002*, 2 hours. Computer Services, Athens, OH, January 29, 2004.
- PARIS*, 2 hours. VP Finance & Administration, Athens, OH, September 2003.
- Digital Photography*, 6 hours. Computer Services, Athens, OH, May 07 and 14, 2003.
- Mulberry E-mail Advanced*, 2 hours. Computer Services, Athens, OH, April 24, 2003.
- Calendaring*, 2 hours. Computer Services, Athens, OH, January 10, 2003,
- Use of Technology in Distance Education and Cheating in the On-line Classroom*, 3 hours, Center for Innovation in Technology and Learning, Athens, OH, May 06 and 07, 2002.
- Electronic Theses and Dissertations*, 2 hours. Computer Services, Athens, OH, February 04, 2002.
- Teaching the College Course: Undergraduate Research Measures*, 3.5 hours, National Communication Association Convention Short Course, Atlanta, GA, November 3, 2002.
- Photoshop*, 2 hours. Computer Services, Athens, OH, October 02, 2002.
- OULN Professional Development*, copyright concerns, 2 hours. Legal Affairs, Athens, OH, June 01, 2001.
- Course Design for Distance Education*, 10 weeks. Lifelong Learning and Center for Information Technology in Learning, Athens, OH, January-March 2001.
- Photoshop*, 4 hours. Computer Services, Athens, OH, February 2001.
- OULN Professional Development*, 2 hours. OULN, Athens, OH, October 20, 2000.
- Blackboard.com–CourseInfo.*, 8 hours. Center for Instructional Technology in Learning, Athens, OH, November-December 1999.
- Lessons in Leadership*, 7 hours. Fourth Annual Conference, sponsored by the University of Texas, Arlington, and Franklin University, Columbus, OH, November 1999.
- Interactive Web-Based Instruction for Service Learning*, 1.5 hours. Center for Community Service, Athens, OH, October 1999.
- SPSS ver. 9.0*, 2 hours. Computing and Technology Services, Athens, OH, October 1999.
- Sabbatical*, Fall 1998 and Winter 1999 quarters. Worked at the Civitan Research Center, University of Alabama, Birmingham, and the Civitan International World Headquarters. Acted as communication and leadership development consultant.
- An International Dialogue on Theory, Practice, and Politics in Health Communication*, 8.5 hours. International Communication Association Pre-Conference sponsored jointly by Hebrew University and the Health Communication Division, Jerusalem, IS, July 20, 1998.
- Individual Tutorial*, 2 hours. Center for Teaching Excellence, Athens, OH, October 1997.
- Surfing the Web 101: Creating Course Syllabi that Work*, 1 hour. Center for Teaching Excellence, Athens, OH, October 1997.
- Eudora Pro*, 2 hours. Computing and Technology Services, Athens, OH, June 1997.
- Collaborative Leadership for Women*, 4 hours. National League of Cities Convention, San Antonio, TX, December 1996.
- Using HTML*, 4 hours. Computing and Technology Services, Athens, OH, June 1996.
- PowerPoint®*, 3 hours. Computing and Technology Services, Athens, OH, May 1996.
- EXCEL*, 4.5 hours. Computing and Technology Services, Athens, OH, June 1995.
- SPSS/PC+*, 2 hours. Computing and Technology Services, Athens, OH, April 1995.
- WordPerfect 6.0 for Windows*, 4.5 hours. Computing and Technology Services, Athens, OH, March 1995.
- Gradebook*, 2 hours. Computing and Technology Services, Athens, OH, April 1994.

Participative Leadership: Teaching Teambuilding Skills in the Classroom and the Organization, 3 hours. Speech Communication Association, Miami, FL, November 1993.

The Oneness of Opposites: Theory and Application in Organizational Communication, 6 hours. International Communication Association, Miami, FL, May 1992.

Using All-in-1's Time Management Program, 2 hours. University Computing and Learning Services, Athens, OH, April 1991.

Introduction to All-in-1 Electronic Mail System, 2 hours. University Computing and Learning Services, Athens, OH, February 1991.

Introduction to BITNET for Faculty and Staff, 2 hours. University Computing and Learning Services, Athens, OH, September 1990.

Networks--Master Session, 4 hours. International Communication Association, Dublin, IRE, June 1990.

Contemporary European Approaches to the Study of Organizational Communication, 8 hours. International Communication Association, Dublin, IRE, June 1990.

Introduction to the MAC, 8 hours. Micro-Center Education Division, Columbus, OH, October 1989.

Marketing and Consulting, 8 hours. Ohio University Communiversity, Athens, OH, October 1989.

Wide-Area Network, 2 hours. University Computing and Learning Services, Athens, OH, September 1989.

Introduction to the Macintosh, 1.5 hours. University Computing and Learning Services, Athens, OH, September 1989.

Managing Change, 8 hours. University Associates Consultant's and Trainer's Conference, San Francisco, CA, March 1987.

Power, Image, and Communication Skills, 8 hours. Business Women's Training Institute, Columbus, OH, January 1987.

The Marble Company: A Simulation, 8 hours. Speech Communication Association, Chicago, IL, November 1986.

Leadership Skills for Women, 8 hours. Business Women's Training Institute, Columbus, OH, October 1986.

PC-File III, 1.5 hours. University Computing and Learning Services, Athens, OH, April 1986.

Tell-A-Graf, 1.5 hours. University Computing and Learning Services, Athens, OH, October 1986.

Host to PC--Transferring Files, 1.5 hours. University Computing and Learning Services, Athens, OH, October 1986.

Managing Group Processes, 15 hours. American Management Association, Athens, OH, March 1984.

Understanding SAS, SPSS, and BMD, 2.0 hours. University Computing and Learning Services, Athens, OH, February 1981.

Grantsmanship, 6 hours. The Ohio Program for the Arts and Humanities, Columbus, OH, July 1980.

Understanding the ICA Communication Audit, 8 hours. International Communication Association, Chicago, IL, April 1978.

SCHOOL RESPONSIBILITIES

Governance Committees:

Chairperson, Undergraduate Committee, 2006-08

Chairperson, Curriculum Committee, 1986-88, 1989-92, 1993-98; 1999-2013

Chairperson, Technology Committee, 2009-12

Member, Technology Committee, 2008-09

Member, Grievance Committee, 1995-97; 1998-2001

Elected member, Budget & Merit Committee, 1995-96, 2005-06

Elected member, Merit & Salary Committee, 1994-95 [re-review committee for 1993-94, too]; 1999-2000, 2000-01

Elected member, Budget, Merit, & Salary Committee, 1987–88, 1988–89

Member, Curriculum Committee, 1978–79, 1984–86, 1988–89, 1992–93

Member, Graduate Committee, 1983–84, 1989–91, 1992–95, 2000-01

Chairperson, Human Subjects Committee, 1980–81

Member, Policy, Planning, and Program Committee, 1984–85, 1987–88

Elected chairperson, Promotion and Tenure Committee, 1985–86, 1991–92

Member, Promotion and Tenure Committee, 1979–80, 1982–83, 1984–85, 1988–90, 1992–present

Chairperson, Scholarship Committee, 1978–83

Member, Undergraduate Petition Committee, 1983–84

Graduate Student Committees–Ph.D.:

Chairperson, 1 committee: N. Otakum (2014)

Directed 23 Ph.D. dissertations: B. Bonine, 2013; P. Rinratannakorn, 2011; L. Wang, 2010; S. Rimkeratikul, 2008; W. Fournier, 2008; Do Kyun Kim, 2007; A. Wichayachakorn, 2005; S. Otaivities, 2004; T. Combs, 2003; D. Peterson, 2002; T. Holm, 2000; A. Chulapimpan, 1999; S. Kunathikornkit, 1997; C. Yost, 1995; C. Gahagen-Hudspeth, 1995; F. Flauto, 1994; S. Yoho, 1994; L. Davidson, 1992; M. Riley, 1991; C. Smith, 1990; S. Shepherd, 1990; W. Walence, 1989; J. Berns, 1986.

Member of 80+ committees, 1978–present, including eight in the College of Education.

Graduate Student Committees–M.A.:

Directed 21 M.A. programs: L. Wang, 2004; C. Bitler, 2001; T. Brenner, 2000; S. Edwards, 2000; E. Young, 1999; J. Childs, 1999; W. Beil, 1998; A. Young, 1997; H. Villet, 1996; A. Huston, 1995; K. Hudson, 1993; C. Stage, 1992; A. Wenner, 1991; A. Chila, 1990; S. Gibson, 1989; J. Query, 1987; D. Deller, 1986; J. Cooper, 1985; A. Elliott, 1983; M. Michael, 1982; J. Jeffers, 1982.

Chairperson, 31 committees (non-thesis, excluding Grad. Comm. service), 1978–88; 1999-present.

Member, 80+ committees (thesis and non-thesis), 1978–present.

Supervision of Major Classroom Projects:

This section indicates classroom projects in which the outcome was a major written report presented to a client in the university or the community. Some of the clients were outside the city; occasionally, even out of the state. The reports typically dealt with some aspect of communication within the client's area of responsibility and/or organization. Reports varied in length from 30 to 250 pages, depending on the project. Topics included communication assessments using the International Communication Association Communication Audit; survey development, administration, data collection, and interpretation; or the development of training manuals. Some of the final reports were accompanied by communication training for the client's peers, subordinates, etc.

<u>Client</u>	<u>Project</u>
Alexander Local School District	communication audit
Alexander Local School District	voter opinion survey
Athens Area Chamber of Commerce	county-wide quality of life survey
Athens Area Chamber of Commerce	OU student marketing survey
Athens Cable Television Task Force	Continental Cablevision past performance survey
Athens City Administration	Arts, Parks & Recreation public meeting, stakeholder interviews, and member/non-member survey
Athens City Administration	citizen opinion survey #1
Athens City Administration	citizen opinion survey #2

Athens City Administration	citizen opinion survey #4
Athens City Administration	citizen opinion survey #5
Athens City Administration	citizen opinion survey #6
Athens City Administration	citizen opinion survey #7
Athens City Administration	citizen opinion survey #8
Athens City Administration	citizen opinion survey #9
Athens City Administration	citizen opinion survey #10
Athens City Administration	citizen opinion survey #11
Athens City Administration	citizen opinion survey #12
Athens City Administration	citizen opinion survey #X3
Athens City Administration	citizen opinion survey #14
Athens City Administration	business opinion survey #1
Athens City Administration	business opinion survey #2
Athens City Administration	future of Athens survey
Athens City Administration	city services knowledge & need survey
Athens City Law Director	AOL Time Warner customer satisfaction survey
Athens City Recreation Department	city-wide interest survey
Athens County Children Services	<i>KidFest!</i> satisfaction survey
Athens County Convention & Visitors Bureau	Citizen awareness survey
Athens County Department of Human Services	communication audit #1
Athens County Department of Job & Family Services	communication audit #2
Athens County Department of Human Services	client satisfaction survey #1
Athens County Department of Human Services	client satisfaction survey #2
Athens County Department of Human Services	transportation needs survey
Athens County Department of Human Services	“working poor” survey
Athens County Department of Job & Family Services	“Computers for the People” follow-up training needs survey
Athens County Humane Society	county-wide attitude survey
Athens County Senior Center	communication audit
Athens High School	communication audit #1
Athens High School	communication audit #2
Athens International Film & Video Center	audience survey
Athens Police Department	communication audit and training
Athens Police Department	student survey and report
Bank One of Athens and 8 branches	communication audit
Camden-Clark Hospital, Parkersburg	communication audit
Cleveland Clinic, HRD	communication audit
Doctor's Hospital, Nelsonville, Personnel Dept.	communication audit
East Muskingum Local School District	communication audit
Mole-Master/HiVac Companies	communication audit
Nelsonville Chamber of Commerce	membership CD
OU Administrative Senate-Professional Development Committee	training program evaluations
OU Admissions Office	communication audit
OU Alden Library Staff	communication audit and training
OU College of Fine Arts	undergraduate advising survey
OU College of Osteopathic Medicine	communication audit
OU College of Osteopathic Medicine	communication audit of CORE program & regional sites
OUCOM Osteopathic Medical Center	4 different communication audits
OUCOM ED&R	communication audit
OU Dean of Students & University College	first-year experience survey
OU Dept. of Campus Safety	campus-wide services survey
OU Dept. of Student Affairs	communication audit
OU Department of Facilities Management	shuttle bus interest survey
OU Division of Lifelong Learning	“Communiversities” interest survey
OU Employees’ Credit Union	satisfaction survey
OU Food Services	communication audit and training
OU Housekeeping Services	communication audit and training
OU Information Technology Services	communication audit
OU Residence & Auxiliary Services	residence hall cable tv survey #1
OU Residence & Auxiliary Services/Residence Life/Housing	residence hall cable tv and computer survey #1
OU Residence & Auxiliary Services/Residence Life/Housing	residence hall cable tv and computer survey #2
OU Residence & Auxiliary Services/Housing	residence hall cable tv and computer survey #3
OU International Student Services	communication audit

OU Physical Plant	communication audit and training
OU University Professional Development Office	2 different training needs assessments
OU Residence Life	communication audit and training
OU Security	communication audit and training
OU Visitors Center	staff training manual (communication)
Pittsburgh Public School District	communication audit
Pizza Hut of Southeastern Ohio	communication audit
Rural Action of Ohio	Membership services assessment
Southeastern Ohio Legal Services	communication assessment
State of Ohio Department of Administrative Services	communication audit
State of Ohio Department of Transportation	communication audit
Stonewall Jackson Memorial Hospital	communication audit
Vinton County Board of Education/Bus. Advisory Council	voter survey

Search Committees:

Member, Group II faculty search, 2012

Member, two faculty positions, 2006-07

Member, Cassese Forensic Director faculty position, 2004-05

Member, two faculty positions, 1999-00

Chairperson, two faculty positions, Spring 1997-Winter 1998

Chairperson, Organizational Communication Associate Professor, Spring 1988; search re-opened Fall 1988, co-chair

Chairperson, Director of Forensics, 1985

Member, Organizational Communication Assistant Professor, 1982-83

Member, School Director, 1979-80; 1998-99

Administrative Duties:

Associate Director for Undergraduate Studies, 2002-2010

Liaison, BU/OU doctoral program, 2005-2009

Coordinator, COMS at OUHK program, 2002-2011 (although on-site program ended in Fall 2007, last student completed June 2011)

InCo 234 (Introduction to Communication Theory), multi-section course director, 1978-83, 1998-03

Internship Director, Winter 1991-Fall 1998

Director, InCo Computer Lab, Summer 1994-Summer 1997

Administrator, Summer Extension Workshops Program, 1986-89

Co-advisor, A.S.T.D. chapter, 1983-86

Chairperson, Library Acquisitions Committee, 1981-83, 1985-2005

Chairperson, Communication Week Committee, 1981-82

Chairperson, 28 undergraduate internship committees, 1978-83

Director of Forensics, 1978-81

InCo 215 (Argumentation and Debate), multi-section course director, 1978–80

COLLEGE RESPONSIBILITIES

Member, College Technology Committee, 2009-2012

Member, Dean's Evaluation Committee, 2009

Member, Review Committee, Institute for International Journalism, 2007

Chair, College Curriculum Committee, 1999-02; 2006-07; 2012-13

Member, College Curriculum Committee, 1986–88, 1989–92, 1993–98, 2002–12

Representative, Ohio University Bicentennial Celebration Committee, 2001-04

Chair, College Professional Ethics Committee, 2002

Member, Scripps Survey Research Center Advisory Board, 1998–01

Member, *ad hoc* Grade Appeal Committee, 1996

Member, *ad hoc* College Curriculum Committee, 1988–89

Member, College Communication Week Committee, 1981–82

Elected member, College Dean's Advisory Committee, 1983–85

Member, McClure School of Communication Systems Management Promotion and Tenure Committee, 1990–91

Member, College Promotion and Tenure Committee, 1989–90

Chair, College Scholarship Committee, 1980–81

Member, College Scholarship Committee, 1978–83

Member, College Scholarship, Recruitment, and Retention Committee, 1984–85

Member, College Space Utilization Committee, 1979–81

Member, *ad hoc* College Technology Implementation Committee, 1994–96

UNIVERSITY RESPONSIBILITIES

Standing Committees:

Member, University Curriculum Council (UCC), 1984–1990, 1991–94, 1997–2013

Chair, UCC Individual Course Committee, 2008-13

Member, UCC Individual Course Committee, 1985–90, 1999-2008

Member, UCC Programs Committee, 1998–99, 2005-07

Chair, UCC General Education Committee, 1988–90 [Tier I Review follow-up and Tier III Review completed]; 1991–94 [Tier II Review completed; Tier I Review completed]

Member, UCC General Education Committee, 1985–88

Member, UCC Review Committee, 1997–2001

Elected alternate, Faculty Senate, 2000-01

Elected member, Faculty Senate, 1987–90

Member, Faculty Senate Professional Relations Committee, 1989–90

Member, Faculty Senate Student Affairs Committee, 1987–89

Member, Ohio University Research Committee (OURC), 1980–83

Member, OURC sub-committee to review grant completion reports, 1981–82

Other University-wide Committees:

Panel Lead, Communication Studies Review Panel, TAGS, State of Ohio, 2012-13

Member, Communication Studies Review Panel, TAGS, State of Ohio, 2008-12

Member, Q2S Steering Committee, 2008-13

Member, *ad hoc* Online Study Group, 2007-08

Co-Chair, Task Force on Review of University Policy & Procedures, 2001-02

Member, Information Resource Council, 1996-97

Chair, Research Program Group, IRC, 1996-97

Member, Evaluation Committee for Dean of University College, 1987, 1990 [prepared written review report both years]

Chairperson, Five-Year Evaluation Committee for Dean of College of Communication, 1991

Reviewer, Lifelong Learning, portfolio development and InCo 234, 1984–2012

Advisor, Master of Arts in International Administration program, 1979–85

Member, Portfolio Development Group, Lifelong Learning and School of Interpersonal Communication, December 1981

Member, Professional Development Advisory Committee, Vice-President for Administration, 1982–84

Member, Search Committee for the Manager, Instructional Services, University Computing and Learning Services, 1985, 1990

COMMUNITY SERVICE

American Red Cross, Athens, blood donor, 15 gallons donated

Appalachian Ohio Public Interest Center (now Rural Action), Training Committee, 1990–92

Athens County Land Use Task Force, Utilities & Infrastructure Committee, member, 2006-08

Athens Civitan Club, charter member, 1985; Club Secretary, 1985–86; Club President-Elect and President, 1987–89, 1999-01; Honor Club and Distinguished President international award recipient, 1988–89; Chair of Publicity Committee, 1989–91; Chair of Membership Committee, 1993–94, 1995–2000; Education Manager, 1995–9. Honors include perfect attendance 25 of 28 years; Club Honor Key twice; Distinguished Service Awards, 1997 Civitan of the Year, 2001 Civitan of the Year, Club President-Elect and President, 2008-2011. Offices held at the District level include Secretary, 1987–88; Area III Director, 1988–89, 2004-05; Director of Administration, 1989–90; Director of Training, 1991–92, 1992–93, 1995–98, 2006-08; Training Academy Faculty, 1988–90, 1994–99, 2000-02; Governor-Elect, 1994–95; Governor, 1995–96; Past Governor Director, 2000-01, Civitan International Foundation Liaison, 2001-06; Judge Advocate, 2005-06, Governor-Elect, 2008-09; Governor, 2009-10. Region 4 International Director, 2010-12. Honors include District Honor Key; Civitan International Foundation Fellow, 1999, Civitan International Research Center Fellow, 2004; International Honor Key, 2008.

Chair, Civitan International Strategic Planning Committee, 2007-08

The Women's Fund of The Athens Foundation, 2007-present

The Advisory Group of The Women's Fund of The Athens Foundation, 2010-12

The Bobcat Buzz-in High School Quiz Bowl, moderator for an average of 4-7 hours each year, 1985–1997

Habitat for Humanity, Athens, home renovation in Glouster, Ohio, 1990–91; home building in Sharpsburg, 1992; Data Base Manager, 1993–2000; co-director of training, Athens Women Raise the Roof coalition, 2002-03; treasurer, Athens Women Raise the Roof coalition, 2003-present; chair, Finance Committee, 2013-ongoing.

Friends of the Trisolini Gallery, Director of Communication, 1991–92; Christmas Shop volunteer, 3 weeks annually; Data Base Manager, 1993–94. Name changed to Kennedy Museum of American Art in 1994; patron member.

Columbus Museum of Art, member, 2001-11

O'Bleness Hospital Guild, member, 1996-2002

Sheltering Arms Foundation [supporting O'Bleness Hospital], member 1983-2006; 1921 Pillar Society [replaced sheltering Arms Foundation in 2007], member since 2007

Southeast Ohio Cultural Arts Center [Dairy Barn], volunteer; member since 1982

CURRICULUM DEVELOPMENT/REVISION

<u>Course</u>	<u>Substance of the Development/Revision</u>
InCo 234	“Introduction to Communication Theory” revised to focus on application of communication theories in contemporary communication situations. Emphasis on development of critical evaluative factors in reading research, writing skills, integration of communication theories in day-to-day life. 1980.
InCo 300	“Field Research Methods in Communication” redesigned for online offering. 2002.
InCo 401/501	“Field Research Methods in Communication” designed to focus on field research methods used in communication, political science, sociology, etc. Emphasis is on the development of skills in using content analysis, Q-Technique, survey design, interviewing, sampling, and participant observation. 1981.
InCo 421	“Training and Development in Communication” developed to reflect current models for designing training programs. Emphasis is on the process from observation and critical analysis of educational training to design and delivery of training. Not offered in conjunction with InCo 632. Designed to be the first training class for undergraduate organizational communication majors. 1991.
InCo 4/502A/B	“Direction of the Forensic Program” revised to focus on issues affecting the forensic community such as recruiting, budgeting, staffing, education vs. competition, tournament management. Appropriate for both high school and college programs. Emphasis is on the practical application of information and assessment of trends in education, government, and economics affecting programs. 1979.
InCo 445	“Senior Practicum in Organizational Communication” designed, with S. DeWine, to provide senior organizational communication majors with experiences as employees of a "real-to-life" organization and to involve students in an organizational project with an outside client. Emphasis is on skills application. 1979.
InCo 430/530	“Communication and the Campaign” revised to focus on campaigns in four areas--political elections, fund raising, ballot issues, general awareness. Emphasis is on the acquisition of skills through experience in campaigns and extensive reading that are transferrable to other situations. Guest speakers. 1982.
InCo 4/780	“Mediated Instructional Communication” designed to focus on the use of computers in instructional communication activities. This course is designed to build on the student's basic understanding of word processing, presentation development, and spread-sheet analysis, and to add familiarity with e-mail, project management, and database management tools. 1998.

- InCo 4/572** “**Communicating in Your Work Place: Strategies for Teachers and Administrators**” revised for delivery utilizing the Higher Education Microwave System. Integration of PowerPoint® display, videotapes, interactive activities, and feedback systems. 1997.
- InCo 4/573** “**Listening and Small Group Communication for Teachers and Trainers**” revised for delivery utilizing the Higher Education Microwave System. Integration of PowerPoint® display, videotapes, interactive activities, and feedback systems. 1997.
- InCo 632** “**Instructional Training and Development in Communication**” developed to reflect current models for designing training programs. Emphasis is on the process from observation and critical analysis of educational training to design and delivery of training. 1987.
- COMS 832** “**Integrated Research & Praxis**” developed as part of new doctoral curriculum. Students engage in client-based consulting project. Content varies with instructor. 2005.

COURSES TAUGHT: FALL 1982 TO THE PRESENT¹

- | | |
|------------------------|---|
| Fall 1982 | InCo 4/546 (2 sections), InCo 545 |
| Winter 1983 | InCo 445, Research by Assignment |
| Spring 1983 | InCo 445 |
| Fall 1983 | InCo 4/546, InCo 545 |
| Winter 1984 | InCo 445, InCo 646 |
| Spring 1984 | Research by Assignment |
| Fall 1984 | InCo 234, InCo 445, InCo 4/546 |
| Winter 1985 | InCo 445, InCo 669 |
| Spring 1985 | InCo 234, InCo 4/565, InCo 645 |
| Fall 1985 ² | InCo 445 |
| Winter 1986 | InCo 445, InCo 644 |
| Spring 1986 | InCo 645 |
| Fall 1986 | InCo 545 |
| Winter 1987 | InCo 646 |
| Spring 1987 | InCo 445 |
| Fall 1987 | InCo 521 |
| Winter 1988 | InCo 631 |
| Spring 1988 | InCo 4/501 |
| Fall 1988 ³ | InCo 445, InCo 632, InCo 630, InCo 630 for OU-Zanesville M.A. program |
| Winter 1989 | Faculty Leave |
| Spring 1989 | InCo 4/501, InCo 631 |
| Fall 1989 | InCo 445, InCo 632 |
| Winter 1990 | InCo 234, InCo 631, InCo 631 for OU-Zanesville M.A. program |
| Spring 1990 | InCo 4/501, InCo 445 |
| Fall 1990 | InCo 445, InCo 632 |
| Winter 1991 | InCo 234, InCo 497, InCo 631 |
| Spring 1991 | InCo 421, InCo 445, InCo 497 |
| Summer 1991 | InCo 497 |
| Fall 1991 | InCo 445, InCo 497, InCo 632 |
| Winter 1992 | InCo 300, InCo 497, InCo 631 |
| Spring 1992 | InCo 421, InCo 445, InCo 497 |
| Summer 1992 | InCo 497 |
| Fall 1992 | InCo 445, InCo 497, InCo 632 |
| Winter 1993 | InCo 300, InCo 445, InCo 497, InCo 631 |

Spring 1993	InCo 421, InCo 445, InCo 497
Summer 1993	InCo 497
Fall 1993	InCo 234, InCo 445, InCo 497, InCo 632
Winter 1994	InCo 300/501, InCo 421, InCo 445, InCo 497, InCo 103 at OU-Lancaster
Spring 1994	InCo 421, InCo 445, InCo 497
Summer 1994	InCo 497
Fall 1994	InCo 445, InCo 497, InCo 632
December 1994	InCo 103, InCo 421 at Hong Kong Baptist University
Winter 1995	InCo 300, InCo 421, InCo 497, InCo 631
March 1995	Completed courses in Hong Kong
Spring 1995	InCo 234, InCo 421, InCo 445, InCo 497
Summer 1995	InCo 497
Fall 1995	InCo 234, InCo 445, InCo 497, InCo 632
Winter 1996	InCo 300, InCo 421, InCo 497, InCo 501, InCo 632 OU-Zanesville M.A. Program
Spring 1996	InCo 234, InCo 421, InCo 445
Summer 1996	InCo 497
Fall 1996	InCo 234, InCo 445
Winter 1997	InCo 300, InCo 421, InCo 501, InCo 631
Spring 1997	InCo 421, InCo 445
Summer 1997	InCo 497, InCo 4/572, InCo 4/573 via Ohio Learning Network to 5 regional sites
Fall 1997	InCo 445, InCo 600
December 1997	InCo 245, InCo 421 at Hong Kong Baptist University
Winter 1998	InCo 300, InCo 421, InCo 445, InCo 501, InCo 632 for OU-Chillicothe M.A. program
Spring 1998	InCo 445, InCo 631
Summer 1998	InCo 480/780 via Ohio Learning Network to 5 regional sites
Fall 1998	Faculty Leave
December 1998	InCo 234, InCo 245 at Hong Kong Baptist University
Winter 1999	Faculty Leave
Spring 1999	InCo 421, InCo 421, InCo 445
Summer 1999	InCo 4/572, InCo 4/573 via Ohio Learning Network to 6 regional sites
Fall 1999	InCo 445, InCo 632
Winter 2000	InCo 234 via Ohio Learning Network to Lorain County Community College, InCo 300, InCo 501, InCo 631
Spring 2000	InCo 421, InCo 445
Summer 2000	InCo 234, InCo 300 at Hong Kong Baptist University
Fall 2000	InCo 445 [2 sections]
Winter 2001	InCo 300, InCo 501
Spring 2001	InCo 421, InCo 445
Summer 2001	InCo 4/572, InCo 4/573 via Ohio University Learning Network to 5 regional sites
Fall 2001	InCo 445, InCo 632
December 2001	InCo 300, InCo 421 at Hong Kong Baptist University
Winter 2002	InCo 103, InCo 300
Spring 2002	InCo 234, InCo 445, InCo 300 Online
Summer 2002	InCo 4/573 via Ohio University Learning Network to 5 regional sites
Fall 2002	InCo 445
December 2002	InCo 300, InCo 445 at Hong Kong Baptist University
Winter 2003	InCo 234, InCo 445
Spring 2003	InCo 445, InCo 631,
Summer 2003	InCo 300 Online, InCo 4/572 via Ohio University Learning Network to 5 regional sites and Athens
Fall 2003	COMS 421, COMS 445
Winter 2004	COMS 445, release time for development of online master's course in T&D
Spring 2004	COMS 445

Fall 2004	COMS 421
Winter 2005	COMS 300, COMS 445
Spring 2005	COMS 421, COMS 445
Summer 2005	COMS 300 On-line
Fall 2005	COMS 421
December 2005	COMS 245, COMS 421 at Hong Kong Baptist University
Winter 2006	COMS 421, COMS 832 (780A)
Spring 2006	COMS 445
Summer 2006	COMS 4/573 via Ohio University Learning Network to 2 regional sites and Athens
Fall 2006	COMS 245
Winter 2007	COMS 300
Spring 2007	COMS 421, COMS 450
Summer 2007	COMS 4/572 via Ohio University Learning Network to 4 regional sites and Athens
Fall 2007	COMS 445
December 2007	COMS 445, COMS 450 at Hong Kong Baptist University
Winter 2008	COMS 421, COMS 430
Spring 2008	COMS 445
Summer 2008	COMS 300 Online
Fall 2008	COMM 190 (Scripps College of Communication RLC section E), COMS 421
Winter 2009	COMS 445
Spring 2009	COMS 430, COMS 632
Fall 2009	COMS 300, COMS 430
Winter 2010	COMS 832 (780A)
Spring 2010	Q2S Transition for COMS curriculum
Summer 2010	COMS 632
Fall 2010	COMS 300, COMS 421, COMS 445
Winter 2011	COMS 600, COMS 730 (Bangkok University, Cohort 7)
Spring 2011	COMS 101, COMS 300, COMS 700C
Summer 2011	COMS 632
Fall 2011	COMS 245, COMS 300 (both online)
Winter 2012	COMS 245 (2 sections), COMS 421
Spring 2012	COMS 345, COMS 832
Fall 2012 ²	COMS 3420

¹ Does not include courses taught during Summer sessions on regional campuses.

² Began a 49% administrative position thereby reducing teaching to 1 course per quarter.

³ Returned to School responsibilities on a full-time basis.

<u>Course Number(s)</u>	<u>Course Title</u>
InCo 103	Public Speaking
InCo 235 (234)	Introduction to Communication Theory
COMS 245	Introduction to Organizational Communication
InCo 300 (401) (465)	Field Research Methods in Communication
COMS 405	Leadership and Conference Planning
InCo 421	Instructional Training and Development in Communication
InCo 430 (446)	Communication and the Campaign
InCo 445	Senior Practicum in Organizational Communication
COMS 450	Senior Capstone in Communication
InCo 4/572	Communicating in Your Work Place: Strategies for Teachers and Administrators
InCo 4/573	Listening and Small Group Communication for Teachers and Trainers
InCo 501 (565)	Field Research Methods in Communication
InCo 530 (546)	Communication and the Campaign
InCo 630 (545)	Communication in Organizations

InCo 631 (646)	Communication Audits in Organizations
InCo 632 (521)	Instructional Training and Development in Communication
COMS 700C	Professional Seminar-Spring-First-Year
InCo 733 (669) (644)	Organizational Communication Consulting: Foundations
InCo 734 (645)	Organizational Communication Consulting: Field Practice
COMS 780A	Research and Praxis in Communication

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