

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date _____ Curriculum Bulletin _____
Effective Date **Fall 2020** Approved by EPC _____

Department _____
College **AP - Applied and Technical Studies**
Degree **AAB - Associate of Applied Business**
Program Name **Business Management Technology** Program Banner Code **BMRT**
Concentration(s) _____ Concentration(s) Banner Code(s) _____
Proposal **Revise program**

Description of proposal:

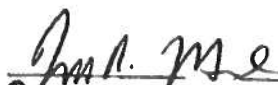
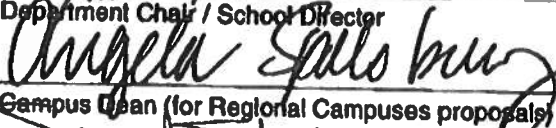
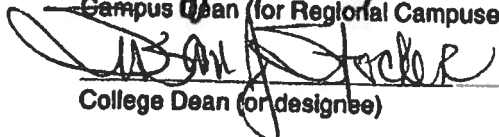
Revise the Business Management Technology AAB degree, includes revising the Major requirements, revising the Business Admin concentration requirements, changing the name of the General Management, Entrepreneurship and Manufacturing concentration to Management and Entrepreneurship. A new concentration will be added in Logistics and Supply Chain Mgmt.

Does proposed revision change program's total credit hours? Yes No
Current total credit hours: **62-63** Proposed total credit hours **62-63**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
No impact on other programs

Units consulted (other departments, programs or campuses affected by this proposal):
Regional Campus Faculty Councils, College of Applied and Technical Curriculum Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

| | | |
|---|-------|--------------------|
|  | _____ | <u>11/25/19</u> |
| Department Chair / School Director | | |
|  | _____ | <u>11/25/2019</u> |
| Campus Dean (for Regional Campuses proposals) | | |
|  | _____ | <u>12/13/19</u> |
| College Dean (or designee) | | |
| _____ | _____ | <u> / / </u> |
| Dean of Graduate Studies (for graduate proposals) | | |
| _____ | _____ | <u> / / </u> |
| Provost (or designee) | | |

Proposal Summary

Revise the Business Management Technology AAB degree

Description of Action, Including Intended Effect

Revise the Business Management Technology, Associate of Applied Business degree, including the following changes:

- Major Requirements:
 - delete BMRT 31006 Human Resource Management and add IT 11000 Introduction to Office Productivity Apps;
- Business Administration Concentration Requirements:
 - Delete ENG 30063 Professional Writing, add 3 hours of electives from BMRT courses, this reduces the concentration by 3 hours;
- Change the name of the “General Management, Entrepreneurship and Manufacturing” Concentration to “Management and Entrepreneurship”
 - Revise BMRT 21008 “Case Studies in Management Technology” to “Case Studies in Management and Entrepreneurship”
 - Revise BMRT 31009 “Seminar in Management Technology” to “Seminar in Management and Entrepreneurship”
 - Delete ENG 20002, or 30063, or OTEC 26638
 - Delete IT 11000, since it moved to the Major Requirements;
 - Add BMRT 21020 Introduction to Entrepreneurship
 - Add 3-6 hours of general electives
- Add concentration in Logistics and Supply Chain Management; 3 new courses have been developed BMRT 22000 Global Logistics, BMRT 22050 Seminar in Logistics and Supply Chain, BMRT 22020 Sustainable Business

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

None

Fiscal, Enrollment, Facilities and Staffing Considerations

No changes required

Evidence of Need and Sustainability if Establishing

Interest in the new concentration from regional campuses.

Provisions for Phase-Out if Inactivating

N/A

Timetable and Actions Required: *a chronology of actions required to approve the proposal with an anticipated implementation date for each action*

BMRT faculty, Regional Campus faculty councils, College of Applied and Technical Studies Curriculum Committee, EPC, Faculty Senate

Business Management Technology - A.A.B.

CURRICULUM REVISIONS

Major Requirements (courses count in major GPA)

| | | |
|-----------------------|---|--------------|
| ACTT 11000 | Accounting I: Financial | 4 |
| BMRT 11000 | Introduction to Business | 3 |
| BMRT 11009 | Introduction to Management Technology | 3 |
| BMRT 21011 | Fundamentals of Financial Management | 3 |
| BMRT 21050 | Fundamentals of Marketing Technology | 3 |
| BMRT 21052 | Professional Selling Techniques | 3 |
| BMRT 31006 | Human Resource Management | 3 |
| <u>IT 11000</u> | <u>Introduction to Office Productivity Apps</u> | <u>3</u> |

Additional Requirements (courses do not count in major GPA)

| | | |
|---|---|-----------------------|
| BMRT 21000 | Business Law and Ethics I | 3 |
| COMM 15000 | Introduction to Human Communication (KADL) | 3 |
| ECON 22060 | Principles of Microeconomics (KSS) | 3 |
| UC 10097 | Destination Kent State: First Year Experience | 1 |
| Kent Core Composition ¹ | | 6 <u>3</u> |
| Kent Core Mathematics and Critical Reasoning ¹ | | 3 |
| Kent Core Humanities or Fine Arts | | 3 |
| Kent Core Basic Sciences | | 3 |
| <u>General Elective (total credit hours depends on earning 60 credit hours)</u> | | <u>4</u> |

Concentrations

| | |
|--|-------------------|
| Choose from the following: | 15- 18 |
| Business Administration | |
| <u>Logistic and Supply Chain Management</u> | |
| General Management, and Entrepreneurship and Manufacturing | |
| Marketing/Sales | |

Minimum Total Credit Hours: ~~60~~ 62-65

¹ Students planning to pursue an B.B.A. degree are recommended to take MATH 10010 or MATH 11012 or MATH 12002.

~~¹ 3 credit hours are required for Kent Core (University Requirements). This program requires a total of 6 credit hours to earn the degree.~~

BUSINESS ADMINISTRATION CONCENTRATION REQUIREMENTS**Concentration Requirements (courses count in major GPA)**

| | | |
|----------------------|---|--------------|
| ACTT 11001 | Accounting II: Managerial | 4 |
| BMRT 21004 | Business Analytics I | 3 |
| ECON 22061 | Principles of Macroeconomics (KSS) | 3 |
| ENG 30063 | Professional Writing¹ | 3 |
| <u>IT 11000</u> | <u>Introduction to Office Productivity Apps</u> | <u>3</u> |

Additional Requirements (courses do not count in major GPA)

| | |
|------------------------------------|-------------------------|
| <u>General Electives</u> | <u>5</u> |
| Minimum Total Credit Hours: | 15 <u>16</u> |

~~¹ Students who have successfully completed ENG 30061 may substitute these courses for ENG 30063.~~

Business Management Technology - A.A.B.

LOGISTICS AND SUPPLY CHAIN MANAGEMENT CONCENTRATION REQUIREMENTS**Concentration Requirements (courses count in major GPA)**

| | | | |
|---|---|-----|-----------|
| BMRT 22000 | Global Logistics | new | 3 |
| BMRT 22099 | Capstone in Logistics and Supply Chain Management | new | 3 |
| BMRT 31005 | Purchasing and Supply Management | | 3 |
| BMRT 32020 | Lean Sustainability | new | 1 |
| Concentration Elective, choose from the following: | | | 3 |
| Accounting Technology (ACTT) Course | | | |
| Business Management Technology (BMRT) Course | | | |
| Information Technology (IT) Course | | | |
| Insurance Studies (INS) Course | | | |
| Office Technology (OTEC) Course | | | |
| <u>Additional Requirements (courses do not count in major GPA)</u> | | | |
| General Elective | | | 2 |
| Minimum Total Credit Hours: | | | 15 |

GENERAL MANAGEMENT, AND ENTREPRENEURSHIP AND MANUFACTURING CONCENTRATION REQUIREMENTS**Concentration Requirements (courses count in major GPA)**

| | | | |
|---|--|--|-----------|
| BMRT 21008 | Case Studies in Management | and Entrepreneurship Technology | 3 |
| BMRT 21020 | Introduction to Entrepreneurship | | 3 |
| BMRT 31009 | Seminar in Management | and Entrepreneurship Technology | 3 |
| ENG 20002 | Introduction to Technical Writing [†] | | 3 |
| | or ENG 30063 | Professional Writing Technology | |
| | or OTEC 26638 | Business Communications | |
| IT 11000 | Introduction to Office Productivity Apps | | 3 |
| | or IT 12000 | Intermediate Office Productivity Apps | |
| | or IT 21010 | Workgroup Productivity Software | |
| <u>Concentration Business and Manufacturing Elective, choose from the following:</u> | | | 3 |
| Accounting (ACCT) Course | | | |
| Accounting Technology (ACTT) Course | | | |
| Agribusiness (AGRI) Course | | | |
| Business (BUS) Course | | | |
| Business Management Technology (BMRT) Course | | | |
| Economics (ECON) Course | | | |
| Engineering Technology (ENGT) Course | | | |
| Entrepreneurship (ENTR) Course | | | |
| Finance (FIN) Course | | | |
| Information Technology (IT) Course | | | |
| Insurance Studies (INS) Course | | | |
| Manufacturing Technology (MFGT) Course | | | |
| Management and Information Systems (MIS) Course | | | |
| Marketing (MKTG) Course | | | |
| Office Technology (OTEC) Course | | | |
| <u>Additional Requirements (courses do not count in major GPA)</u> | | | |
| General Elective | | | 3 |
| Minimum Total Credit Hours: | | | 15 |

[†]—~~Students who have successfully completed ENG 30061 may substitute these courses for ENG 30063.~~

Business Management Technology - A.A.B.

MARKETING/SALES CONCENTRATION REQUIREMENTS

Concentration Requirements (courses count in major GPA)

| | | |
|---|---|-------------------------|
| BMRT 21008 | Case Studies in Management and Entrepreneurship Technology | 3 |
| BMRT 21053 | Advertising in Business | 3 |
| BMRT 31009 | Seminar in Management and Entrepreneurship Technology | 3 |
| BMRT 36415 | Customer Service | 3 |
| ENG 20002 | Introduction to Technical Writing ¹ | 3 |
| or ENG 30063 | Professional Writing | |
| or OTEC 26638 | Business Communications | |
| IT 11000 | Introduction to Office Productivity Apps | 3 |
| or IT 12000 | Intermediate Office Productivity Apps | |
| or IT 21010 | Workgroup Productivity Software | |
| Business Retail Electives, choose from the following: | | 6 |
| BMRT 21053 | Advertising in Business | |
| BMRT 36415 | Customer Service | |
| Concentration Elective, choose from the following: | | 3 |
| Accounting Technology (ACTT) Course | | |
| Business Management Technology (BMRT) Course | | |
| Information Technology (IT) Course | | |
| Insurance Studies (INS) Course | | |
| Office Technology (OTEC) Course | | |
| Minimum Total Credit Hours: | | 15 18 |

¹—Students who have successfully completed ENG 30061 may substitute these courses for ENG 30063.

Business Management Technology - A.A.B.

INSTRUCTIONAL OFFERINGS

LEGEND:

OL: 100% Online

GC: Geauga Campus

TU: Tuscarawas Campus

AC: Ashtabula Campus

SA: Salem Campus

TW: Twinsburg Location

EC: East Liverpool Campus

TR: Trumbull Campus

| Major Requirements | | OL | AC | EC | GC | SA | TR | TU | TW |
|---|--|----|----|----|----|----|----|----|----|
| ACTT 11000 | Accounting I: Financial | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| BMRT 11000 | Introduction to Business | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| BMRT 11009 | Introduction to Management Technology | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| BMRT 21011 | Fundamentals of Financial Management | ■ | ■ | | | ■ | ■ | ■ | |
| BMRT 21050 | Fundamentals of Marketing Technology | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| BMRT 21052 | Professional Selling Techniques | ■ | ■ | ■ | | ■ | ■ | | |
| IT 11000 | Introduction to Office Productivity Apps | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Additional Requirements | | | | | | | | | |
| BMRT 21000 | Business Law and Ethics I | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| COMM 15000 | Introduction to Human Communication | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| ECON 22060 | Principles of Microeconomics | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| UC 10097 | Destination Kent State: First Year Experience | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Kent Core Composition | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Kent Core Mathematics and Critical Reasoning | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Kent Core Humanities or Fine Arts | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Kent Core Basic Sciences | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Business Administration Concentration Requirements | | | | | | | | | |
| ACTT 11001 | Accounting II: Managerial | ■ | ■ | | ■ | ■ | ■ | ■ | ■ |
| BMRT 21004 | Business Analytics I | ■ | ■ | | | | ■ | ■ | ■ |
| ECON 22061 | Principles of Macroeconomics | ■ | ■ | | ■ | ■ | ■ | ■ | ■ |
| Logistics and Supply Chain Management Concentration Requirements | | | | | | | | | |
| BMRT 22000 | Global Logistics <i>new</i> | ■ | | | | | | | |
| BMRT 22099 | Capstone in Logistics and Supply Chain Management <i>new</i> | ■ | | | | | | | |
| BMRT 31005 | Purchasing and Supply Management | ■ | | | | | | | |
| BMRT 32020 | Lean Sustainability <i>new</i> | ■ | | | | | | | |
| Management and Entrepreneurship Concentration Requirements | | | | | | | | | |
| BMRT 21008 | Case Studies in Management and Entrepreneurship | ■ | ■ | ■ | | ■ | ■ | ■ | ■ |
| BMRT 21020 | Introduction to Entrepreneurship | ■ | ■ | | | | ■ | | ■ |
| BMRT 31009 | Seminar in Management and Entrepreneurship | ■ | | | | | ■ | | |
| Marketing/Sales Concentration Requirements | | | | | | | | | |
| BMRT 21008 | Case Studies in Management and Entrepreneurship | ■ | ■ | ■ | | ■ | ■ | ■ | ■ |
| BMRT 21053 | Advertising in Business | ■ | | | | | | | |
| BMRT 31009 | Seminar in Management and Entrepreneurship | ■ | | | | | ■ | | |
| BMRT 36415 | Customer Service | ■ | | | | | | | |
| Concentration Electives | | | | | | | | | |
| Accounting Technology (ACTT) Course | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Business Management Technology (BMRT) Course | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Information Technology (IT) Course | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Insurance Studies (INS) Course | | ■ | | | | | | | |
| Office Technology (OTEC) Course | | ■ | | | | | | | |

BUSINESS MANAGEMENT TECHNOLOGY - A.A.B.

College of Applied and Technical Studies
cats@kent.edu
www.kent.edu/cats

Description

The Associate of Applied Business degree in Business Management Technology provides students with a core consisting of communication, management, accounting, marketing, e-commerce, economics and liberal arts courses. Students may have the opportunity to participate in internships, which help to link theory with hands-on practice.

The Business Management Technology major comprises the following concentrations:

- The **Business Administration** concentration articulates with the Bachelor of Business Administration degree at Kent State.
- The **General Management, Entrepreneurship and Manufacturing** concentration comprises coursework in management, productivity applications and professional/business communication.
- The **Marketing/Sales** concentration comprises coursework in management, productivity applications, business retail and professional/business communication.
- **The Logistics and Supply chain management.** ^① Comprises coursework in purchasing, transportation and warehousing.

Fully Offered at:

- Ashtabula Campus
- East Liverpool Campus → *Geauga campus*
- Salem Campus
- Trumbull Campus
- Tuscarawas Campus
- Twinsburg Regional Academic Center

Admission Requirements

The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, and the Regional Academic Center in Twinsburg, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

For more information on admissions, contact the Regional Campuses admissions offices.

Program Learning Outcomes

Graduates of this program will be able to:

1. Apply lessons learned by integrating business simulations into appropriate courses using Excel, Mylab or other simulation software
2. Discuss various aspects of teams in business: team dynamics, different types of teams, meeting rules and management

3. Research and share how businesses are currently working to improve their products, services and overall organizations
4. Understand business concepts and vocabulary
5. Demonstrate knowledge acquired by emphasizing public speaking, ethical problem solving, teamwork and multimedia presentations
6. Write in a formal and informal style
7. Demonstrate ability to work effectively in teams
8. Demonstrate knowledge of business and economic principles, concepts and vocabulary
9. Interpret local, state, national and international markets and regulations
10. Use appropriate technology for business applications, as well as review future technology needs
11. Identify, assess and solve specific problems for actual organizations, or address problems presented in a case-study
12. Distinguish between ethical and unethical business practices, and show an appreciation for diversity in the workplace

University Requirements

All students in an applied or technical associate degree program at Kent State University must complete the following university requirements for graduation.

NOTE: University requirements may be fulfilled in this program by specific course requirements, please see Program Requirements for details.

| Code | Title | Credit Hours |
|------|---|--------------|
| | Destination Kent State: First Year Experience | 1 |
| | Course is not required for students with 25 transfer credits, excluding College Credit Plus, or age 21+ at time of admission. | |
| | Kent Core (see table below) | 15 |
| | Total Credit Hour Requirement | 60 |
| | Some associate degrees require students to complete more than 60 credit hours | |

Kent Core Requirements

| | |
|---|-----------|
| Kent Core Composition (KCMP) | 3 |
| Kent Core Mathematics and Critical Reasoning (KMCR) | 3 |
| Kent Core Humanities and Fine Arts (KHUM/KFA) | 3 |
| Kent Core Social Sciences (KSS) | 3 |
| Kent Core Basic Sciences (KBS/KLAB) | 3 |
| Total Credit Hours: | 15 |
| <i>Business Administration concentration must take Math 11010 or Math 11012 or Math 12002</i> | |

Program Requirements

Major Requirements

| Code | Title | Credit Hours |
|--|---------------------------------------|--------------|
| Major Requirements (courses count in major GPA) | | |
| ACTT 11000 | ACCOUNTING I: FINANCIAL | 4 |
| BMRT 11000 | INTRODUCTION TO BUSINESS | 3 |
| BMRT 11009 | INTRODUCTION TO MANAGEMENT TECHNOLOGY | 3 |
| BMRT 21011 | FUNDAMENTALS OF FINANCIAL MANAGEMENT | 3 |
| BMRT 21050 | FUNDAMENTALS OF MARKETING TECHNOLOGY | 3 |

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IT 11000 Intro to Office Productivity apps

| | | |
|---|---|---|
| BMRT 21052 | PROFESSIONAL SELLING TECHNIQUES | 3 |
| BMRT 31006 | HUMAN RESOURCE MANAGEMENT | 3 |
| Additional Requirements (courses do not count in major GPA) | | |
| BMRT 21000 | BUSINESS LAW AND ETHICS I | 3 |
| COMM 15000 | INTRODUCTION TO HUMAN COMMUNICATION (KADL) | 3 |
| ECON 22060 | PRINCIPLES OF MICROECONOMICS (KSS) | 3 |
| UC 10097 | DESTINATION KENT STATE: FIRST YEAR EXPERIENCE | 1 |
| Kent Core Composition ¹ | | 3 |
| Kent Core Mathematics and Critical Reasoning | | 3 |
| Kent Core Basic Sciences | | 3 |
| Kent Core Humanities or Fine Arts | | 3 |

| | | |
|--|--|-------|
| Business (BUS) Course | | |
| Business Management Technology (BMRT) Course | | |
| Economics (ECON) Course | | |
| Engineering Technology (ENGT) Course | | |
| Entrepreneurship (ENTR) Course | | |
| Finance (FIN) Course | | |
| Information Technology (IT) Course | | |
| Insurance Studies (INS) Course | | |
| Manufacturing Technology (MFGT) Course | | |
| Management and Information Systems (MIS) Course | | |
| Marketing (MKTG) Course | | |
| Office Technology (OTEC) Course | | |
| Minimum Total Credit Hours: | | 15-18 |

Choose from the following:
 Business Administration
 General Management, Entrepreneurship and Manufacturing
 Marketing/Sales

¹ Students who have successfully completed ENG 30061 may substitute these courses for ENG 30063.

Minimum Total Credit Hours: ~~62-65~~ 60-65
³ credit hours are required for Kent Core (University Requirements).
 This program requires a total of 6 credit hours to earn the degree.

Marketing/Sales Concentration Requirements

| Code | Title | Credit Hours |
|---|---|--------------|
| Concentration Requirements (courses count in major GPA) | | |
| BMRT 21008 | CASE STUDIES IN MANAGEMENT TECHNOLOGY ^{and entrepreneurship} | 3 |
| BMRT 31009 | SEMINAR IN MANAGEMENT TECHNOLOGY ^{and entrepreneurship} | 3 |
| ENG 20002 | INTRODUCTION TO TECHNICAL WRITING ¹ | 3 |
| or ENG 30063 | PROFESSIONAL WRITING | 3 |
| or OTEC 26638 | BUSINESS COMMUNICATIONS | 3 |
| IT 11000 | INTRODUCTION TO OFFICE PRODUCTIVITY APPS ^{Gen electives} | 3 |
| or IT 12000 | INTERMEDIATE OFFICE PRODUCTIVITY APPS | 3 |
| or IT 21010 | WORKGROUP PRODUCTIVITY SOFTWARE | 3 |
| Business Retail Electives, choose from the following: | | |
| BMRT 21053 | ADVERTISING IN BUSINESS | 3 |
| BMRT 36415 | CUSTOMER SERVICE | 3 |
| Minimum Total Credit Hours: | | 18 |

Business Administration Concentration Requirements

| Code | Title | Credit Hours |
|---|--|--------------|
| Concentration Requirements (courses count in major GPA) | | |
| ACTT 11001 | ACCOUNTING II: MANAGERIAL | 4 |
| BMRT 21004 | BUSINESS ANALYTICS I | 3 |
| ECON 22061 | PRINCIPLES OF MACROECONOMICS (KSS) | 3 |
| ENG 30063 | PROFESSIONAL WRITING ¹ | 3 |
| IT 11000 | INTRODUCTION TO OFFICE PRODUCTIVITY APPS ^{Gen Elective} | 3 |
| Minimum Total Credit Hours: | | 16-18 |

¹ Students who have successfully completed ENG 30061 may substitute these courses for ENG 30063.

General Management, Entrepreneurship and Manufacturing Concentration Requirements

| Code | Title | Credit Hours |
|---|---|--------------|
| Concentration Requirements (courses count in major GPA) | | |
| BMRT 21008 | CASE STUDIES IN MANAGEMENT TECHNOLOGY ^{and Entrepreneurship} | 3 |
| BMRT 31009 | SEMINAR IN MANAGEMENT TECHNOLOGY ^{and Entrepreneurship} | 3 |
| ENG 20002 | INTRODUCTION TO TECHNICAL WRITING ¹ | 3 |
| or ENG 30063 | PROFESSIONAL WRITING | 3 |
| or OTEC 26638 | BUSINESS COMMUNICATIONS | 3 |
| IT 11000 | INTRODUCTION TO OFFICE PRODUCTIVITY APPS ^{BMRT, ACTT, OTEC, INS, IT} | 3 |
| or IT 12000 | INTERMEDIATE OFFICE PRODUCTIVITY APPS | 3 |
| or IT 21010 | WORKGROUP PRODUCTIVITY SOFTWARE | 3 |
| Business and Manufacturing Elective, choose from the following: | | |
| Accounting (ACCT) Course | | |
| Accounting Technology (ACTT) Course | | |
| Agribusiness (AGRI) Course | | |

Graduation Requirements

| Minimum Major GPA | Minimum Overall GPA |
|---------------------------------------|---|
| 2.000 | 2.000 |
| Logistics and Supply Chain Management | |
| BMRT 22000 | Global Logistics 3 |
| BMRT 22050 | Seminar in Logistics and Supply Chain 3 |
| BMRT 22020 | Sustainable Business 1 |
| BMRT 31005 | Purchasing and Supply Management 3 |
| Gen electives 3-6 | |
| 16-19 | |

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date

Curriculum Bulletin _____

Effective Date **Fall 2020**

Approved by EPC _____

Department

College **AP - Applied and Technical Studies**

Degree **AAB - Associate of Applied Business**

Program Name **Business Management Technology** Program Banner Code **BMRT**

Concentration(s) Concentration(s) Banner Code(s)

Proposal **Offer program at another campus or off site**

Description of proposal

To request authorization to offer the AAB in BMRT at the Geauga Campus

Does proposed revision change program's total credit hours? Yes No

Current total credit hours: **62-63** Proposed total credit hours **62-63**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need, audience; prerequisites, teacher education licensure):

No impact on other programs

Units consulted (other departments, programs or campuses affected by this proposal)

Regional Campus Faculty Councils, College of Applied and Technical Curriculum Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

Jim R. Moe
Department Chair / School Director

11, 25, 19

Angela Spulsky
Campus Dean (for Regional Campuses proposals)

11, 25, 2019

Jason Factor
College Dean (or designee)

12, 13, 19

Dean of Graduate Studies (for graduate proposals)

 / /

Provost (or designee)

 / /



**Department of
Higher Education**

John R. Kasich, Governor
John Carey, Chancellor

Change Request: New Program Offering at an Existing Campus

Date of submission: 11/25/19

Name of institution: Kent State University

Name of program: Associate of Applied Business degree in Business Management Technology

Name of campus at which program is offered: Ashtabula, East Liverpool, Salem, Trumbull, Tuscarawas, Twinsburg Regional Academic Center

Name of additional campus at which program will be offered: Geauga Campus

Proposed start date: Fall 2020

Primary institutional contact for the request:

Name: Therese E. Tillett

Title: Executive Director of Curriculum Services
Office of the Provost

Phone: 330-672-8558

E-mail: tillett1@kent.edu

Date that the request received final approval from the appropriate institutional committee:

Final approval by the Educational Policies Council, a committee of the Faculty Senate, on January XX 2020.

Program is educator preparation and leads to teacher licensure or endorsement:

Not applicable.

Briefly describe the rationale for offering the program at this campus. In your response, indicate whether the program to be offered at the campus will be time limited or ongoing.

This will be an ongoing degree that is offered at every AAB granting site in the Regional College system. Geauga should be added as it was inadvertently left out during the last update. Geauga has a large cohort of students in the AAB.

SECTION I: CHANGES NEEDED TO ACCOMMODATE THE NEW PROGRAM

Academic and Administrative Leadership and Services

1.1 Describe the changes (if any) that will be needed in academic and administrative leadership at the campus to accommodate the new program.

There are no anticipated changes needed. As this is an established regional campus of Kent State University, there is a dean/chief administrator officer who reports to the university provost, and a full range of support personnel who are supervised by an assistant dean and a director of student affairs and enrollment management.

Change Request: New Program at Existing Campus | Kent State University | Associate of Applied Business degree in Business Management Technology

| 1

These positions supervise staff in offices that include, but are not exclusive to, the library, computer technology, learning center, accessibility services, admissions, registrar, financial aid, advisement, bursar and tutoring.

The program coordinator of the Business Management Technology program oversees all curricular and academic aspects of the Associate of Applied Business degree in Business Management Technology.

1.2 Describe the changes (if any) that will be needed in the campus' existing administrative services (e.g., admissions, financial aid, registrar) to accommodate the new program. If such services are not available at the campus, describe how students in the new program will access such services.

There are no additional resources required to implement this degree program. As this is an established regional campus of Kent State University, there is a full range of administrative and support services available, including admissions, financial aid, advising, registrar, tutoring, learning center, accessibility services and library.

1.3 Describe changes (if any) that will be needed in the campus' existing academic student services (e.g., advising, tutoring, counseling, placement services) to accommodate the new program. If such services are not available at the campus, describe how students in the new program will access such services.

There are no changes needed to accommodate this program.

Resources and Facilities

1.4. Describe the changes in resources and facilities (e.g., classrooms, computer labs, laboratories, study areas, social areas, technology and other learning environments) that will be needed to accommodate the new program; provide a timeline for implementing the changes.

The campus has the necessary classroom facilities to provide all lecture components of the curriculum, face to face or on-line as needed.

1.5 Describe any additional library resources (e.g., personnel, space, technology) that will be needed to accommodate the new program at the campus; provide a timeline for implementing the changes.

There are no additional library resources required to implement this degree program. The Geauga Campus houses a full academic library with access to computers, information literacy instruction, interlibrary loan, KentLINK and OhioLINK.

1.6. If a full-service library is not available on campus, indicate how students, faculty and staff in the new program will access the resources and services of the main campus library.

Not applicable.

SECTION 2: PROGRAM INFORMATION

2.1 Using the chart below, list the program that is being added for delivery at the campus. If general education courses are being added as part of this request, include that as a separate program area.

| Degree/Major (Concentration) | Available on Campus | Comments for Chancellor's Staff |
|------------------------------|---------------------|---------------------------------|
|------------------------------|---------------------|---------------------------------|

Change Request: New Program at Existing Campus | Kent State University | Associate of Applied Business degree in Business Management Technology

3

| Instructor name and rank | Full/part time | Degree title, institution, year | Years teaching/experience | Course(s) instructor will teach in proposed program | Courses taught* |
|--------------------------|----------------|---------------------------------|---------------------------|---|-----------------|
| | | | | | |

3.2 Describe future faculty staffing plans for the program. In your response, include a description of the institution’s plans, if any, for adding courses and faculty after the initial two years of operation, and a description of the plans to add faculty in response to increases in student enrollment.

Adjunct staffing will be added on an as needed basis. Full time faculty will be added as enrollment warrants

SECTION 4: MARKET/WORKFORCE NEED

4.1 Indicate whether the institution performed a needs assessment/market analysis to determine the need for the program at the proposed campus. If so, briefly describe the results of those findings.

The program is running at all AAB granting Regional Campuses, Geauga included. No new needs assessment or market analysis was performed

4.2 Indicate the projected enrollments for the program over the next three years.

| | 2019-2020 | 2020-2021 | 2021-2022 |
|----------------------|-----------|-----------|-----------|
| First-year students | 18 | 22 | 25 |
| Second-year students | | 16 | 19 |
| Third-year students | | | 15 |

4.3 Indicate whether the institution consulted with advisory groups, business and industry, or other experts when considering expanding the program to the proposed campus. If so, briefly describe the involvement of these groups in the development of this request.

The Geauga campus has an advisory committee and they are aware of our AAB degrees. This request is to fix an oversight

APPENDICES

- Appendix Description**
- A Joseph Muscatello CV
 - B Doug Brady CV
 - C Robert Antenucci CV
 - D Steve Craun CV
 - E
 - F
 - G

Commitment to Program Delivery at Campus

Change Request: New Program at Existing Campus | Kent State University | Associate of Applied Business
degree in Business Management Technology | 4

Kent State University is dedicated to the delivery of the Associate of Applied Business degree in Business Management Technology at the Geauga Campus. If the university decides in the future to either eliminate the degree program or close the campus, Kent State will provide the necessary resources and means for matriculated students to complete the program.

Kent State University verifies that the information in the application is truthful and accurate.

Melody Tankersley, PhD
Interim Senior Vice-President and Provost
Kent State University

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date _____ Curriculum Bulletin _____
Effective Date **Fall 2020** Approved by EPC _____

Department _____
College **AP - Applied and Technical Studies**
Degree **AAB - Associate of Applied Business**
Program Name **Business Management Technology** Program Banner Code **BMRT**
Concentration(s) _____ Concentration(s) Banner Code(s) _____
Proposal **Offer program online or hybrid**

Description of proposal:

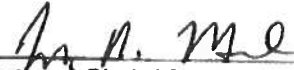
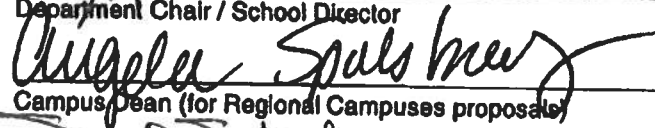
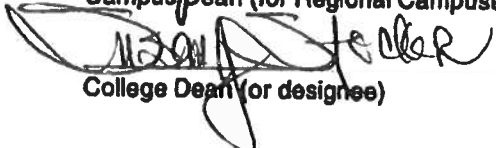
To request authorization from the Ohio Department of Higher Education to offer the AAB in Business Management Technology as an on-line degree program.

Does proposed revision change program's total credit hours? Yes No
Current total credit hours: **62-63** Proposed total credit hours **62-63**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
No impact on other programs

Units consulted (other departments, programs or campuses affected by this proposal):
Regional Campus Faculty Councils, College of Applied and Technical Curriculum Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

| | |
|---|--------------------|
|  _____ Department Chair / School Director | <u>11, 25, 19</u> |
|  _____ Campus Dean (for Regional Campuses proposals) | <u>11, 25 2019</u> |
|  _____ College Dean (or designee) | <u>12 13, 19</u> |
| _____ Dean of Graduate Studies (for graduate proposals) | <u> / / </u> |
| _____ Provost (or designee) | <u> / / </u> |


Board of Regents

University System of Ohio

 John R. Kasich, Governor
 John Carey, Chancellor

Change Request: Online or Blended/Hybrid Delivery

This form is to request authorization to deliver 50 percent or more of a degree/degree program that has previously been approved by the chancellor using an online or blended/hybrid¹ delivery model. The 50 percent marker excludes internships, clinical practicum, field experiences and student teaching.

Date of submission: December, 13, 2019]

Name of institution: Kent State University

Degree/degree program to be offered using online or blended/hybrid delivery:
All Associate of Business degrees and all concentrations

Primary institutional contact for the request

Name: Therese E. Tillett
Title: Executive Director of Curriculum Services
 Office of the Provost
Phone number: 330-672-8558
E-mail: ttillet1@kent.edu

Proposed start date: Fall, 2020

Date that the request received final approval from the appropriate institutional committee:
Approved by the Educational Policies Council,
a subcommittee of the Faculty Senate on

Institution has Higher Learning Commission approval for online or blended/hybrid delivery: Yes

Educator preparation program that leads to licensure or endorsement: No

¹ For this document, the following definitions will be used:

Online: A course where most (80+ percent) of the content is delivered online and typically requires no face-to-face meetings.

Blended/hybrid: Course that blends online and on-ground/face-to-face delivery. Substantial proportion of the content is delivered online; typically uses online discussion and has a reduced number of face-to-face meetings.

Web-facilitated: Course that uses web-based technology to facilitate what is essentially a face-to-face course. Examples of this may be the instructor posting the syllabus or list of assignments on a web page or to a course management system, or requiring some quizzes to be taken via an online method.

On-ground (aka traditional or face-to-face): Course that uses little or no online technology, where content is primarily delivered orally or in writing. For this document, on-ground courses include those that are web-facilitated.

3. CURRICULUM

3.1 Will the online or blended/hybrid program be offered instead of or in addition to the onsite program?

The AAB concentrations will be offered fully on line, hybrid, in addition to onsite. Kent State campuses: Ashtabula, East Liverpool, Geauga, Salem, Trumbull and Tuscarawas

3.2 Indicate whether the online or blended/hybrid program is equivalent to the on-ground program (e.g., expected outcomes, number of credits, course availability, etc.). If there are differences, please explain.

The on line and hybrid program is equivalent to the on-ground program

3.3 Describe how interaction (synchronous or asynchronous) between the instructor and the students and among the students is reflected in the design of the program and its courses.

The course design structure will be asynchronous, which will allow students to access course content and assignments at any time without the need for simultaneous instructor or peer involvement.

Kent State University utilizes a learning management system, Blackboard Learn, to facilitate student-instructor interaction via the online communication tools within the course management system. This technology provides one central location for course instructional materials, assessments, assignments and communication using discussion boards, journaling, email, message boards and announcements as appropriate.

3.4 Explain how students are supported and counseled to ensure that they have the skills and competencies to successfully complete the curriculum in an online learning environment.

The course design structure will be asynchronous, which will allow students to access course content and assignments at any time without the need for simultaneous instructor or peer involvement.

Kent State University utilizes a learning management system, Blackboard Learn, to facilitate student-instructor interaction via the online communication tools within the course management system. This technology provides one central location for course instructional materials, assessments, assignments and communication using discussion boards, journaling, email, message boards and announcements as appropriate.

Kent State University offers support and advising to online students through a variety of offices, departments and schools. Offices for advising and student services on each campus provide online information regarding all aspects of registration and advising. Online students will be afforded the same access to professional advisors as traditional students, and will be able to contact advisors by telephone or through their official Kent State e-mail accounts for advising advice (as well as having the same opportunities to see an advisor in person, if they so desire).

Additionally, Blackboard Learn includes imbedded tutorials to assist students with technology capabilities required to successfully complete their on-line coursework such as screen shots and course navigation.

The Kent State University Libraries provide online access to thousands of online journals, books and databases, and access to OhioLink and KentLink. Students may order books and other class resources online through the campus bookstores and have the materials delivered to any location. For technology assistance, the Kent State Online Support Center is available 24 hours a day, seven days a week.

3.5 Describe the evaluation systems used to measure the quality and effectiveness of the program delivered in an online or blended/hybrid format.

The same processes are used for on-ground and online evaluations. Graduate exit surveys and course evaluations are used for student feedback. Each campus has a business technologies advisory committee that also provides feedback.

The goals and objectives of the program used to assess student learning outcomes are submitted to Kent State’s Office of Accreditation, Assessment and Learning, which oversees and coordinates the administration of a number of assessments to gauge student learning and practices associated with student success across students’ educational experiences. This information is used in the development for outcomes and assessments within the program.

3.5 Using the chart below, please list the courses that make up the major/program and indicate whether they are delivered using an online, blended/hybrid or on-ground format (see definitions on first page). Identify all new courses (i.e., courses that are not a part of the approved, on-ground curriculum.) Please provide a syllabus for each new course as an appendix item.

| Course | Online | On-ground (including web facilitated) | Blended/hybrid | Course currently required in approved program | Comments (as needed) |
|--|--------|---------------------------------------|----------------|---|----------------------|
| BMRT 11000 Intro to business | x | x | x | yes | |
| BMRT 11009 Intro to mgmt | x | x | x | yes | |
| ACTT Accounting I Financial | x | X | X | yes | |
| BMRT 21011 Fund of Finance | X | X | X | yes | |
| BMRT 21050 Fund of marketing | X | X | X | yes | |
| BMRT 21000 Bus law and ethics | X | X | X | yes | |
| ECON 22060 Microeconomics | X | X | X | yes | |
| IT11000 Intro to office productivity | X | X | X | yes | |
| KSU core courses in math, science, composition, humanities, social science | X | X | X | yes | |
| | | | | | |
| | | | | | |

4. FACULTY AND ADMINISTRATION

4.1 Describe the duties of the individual who has major responsibility for the administration and coordination of the online or blended/hybrid program. Describe the qualifications of this individual for the oversight of a distance education program and provide this individual’s CV as an appendix item.

The position of lead faculty/coordinator for the AAB is elected every year by the BMRT faculty.. The lead faculty coordinator has the major responsibility for the administration and coordination of the program, in online, on-ground and hybrid deliveries. Responsibilities include teaching online BMRT courses, assisting with the development of the schedule of classes and with the recommendation of faculty teaching assignments. These responsibilities are the same as those that apply to traditional (face-to-face) program delivery.

During the 2019-2020 academic year, the lead faculty for the AAb degree is Associate Professor Dr. Joseph R. Muscatello. See appendix A for curriculum vitae

4.2 Describe faculty members’ responsibilities to the online or blended/hybrid program. In your response, indicate how faculty members’ responsibilities to the online or blended/hybrid program affect their responsibilities to the on-ground program, including teaching load, advising, research/scholarship, and participation in faculty committees/governance. Are additional faculty members going to be hired to implement the online or blended/hybrid program? Will these faculty members participate in only the online or blended/hybrid program or will they participate in the on-ground program as well.

All faculty who teach online courses in the program have prior experience teaching in the online format. Teaching responsibilities will remain the same for faculty members teaching in an online/on-ground format. It is not anticipated that additional faculty members will need to be hired. Current faculty numbers are sufficient.

4.3 Describe the mechanisms used to ensure that faculty members have the appropriate qualifications and support to teach successfully in an online environment. Include in your response the pedagogical and technical support provided for the design, production and management of online courses, as well as institutional support for all essential technology.

Program faculty members have the background and credentials to teach in an online format. Training sessions are conducted regularly related to Blackboard Learn along with support from Kent State’s Division of Information Services and Office of Continuing and Distance Education. The design, production and management of these courses are included in the “Quality Matters” training that online faculty must complete. The content in Blackboard Learn must be updated and checked on a regular basis through peer reviews along with student e-mail response. The shell for the online course is automatically created, and then faculty members create the content in an organized managed pedagogical method

4.4 Using the form below, provide the information requested for each member of the instructional staff. A faculty member must be identified for each course to be taught during the first two years of program delivery. If a faculty member has not yet been identified for a course, indicate that as an “open position” and describe the necessary qualifications in the matrix (as shown in the example below). A copy of each faculty member’s CV must be included as an appendix item.

| Name of instructor | Rank or title | Full-time / part-time | Terminal degree title, discipline on diploma, institution, year | Course instructor will teach in proposed program | Experience teaching distance education courses/ professional development in DL | Number of courses instructor will teach/year (include traditional and DL) |
|--------------------|---------------|-----------------------|---|--|--|---|
|--------------------|---------------|-----------------------|---|--|--|---|

| | | | | | | |
|-------------------|----------------------------------|---|----|---|---|----|
| Joseph Muscatello | DBA Cleveland State 2002 | f | 25 | Human resource management, Professional Selling, Business Analytics, Business Computations, | 12 years, Kent and Quality matters training | 8 |
| Doug Brady | MBA Kent State 1988 | f | 31 | Economics Micro/Macro, Business Analytics, | 12 years Kent and Quality matters training | 10 |
| Robert Antenucci | PhD Kent State | f | 12 | Finance, Marketing, Intro to Mgmt, Intro to Business | 4 years Kent and Quality matters training | 10 |
| Steve Craun | MBA SUNY 1978, CPA State of Ohio | f | 6 | Accounting Financial and Managerial | 3 years Kent and Quality matters training | 10 |
| | | | | | | |
| | | | | | | |
| | | | | | | |

APPENDICES

Appendix Description

- A Joseph Muscatello CV
- B Doug Brady CV
- C Robert Antenucci CV
- D Steve Craun CV

Kent State verifies that the information in this request is truthful and accurate.

Respectfully,

signed after EPC

Todd A. Diacon
 Senior Vice President for Academic Affairs and Provost

Appendix A

Dr. Joseph R. Muscatello, CFPIM
1920 Ridgehurst Drive
Wickliffe, Ohio 44092
440 944-0869
440 263-7545 cell

ACADEMIC VITA

EDUCATION

Cleveland State University, DBA, May 2002- Major: Operations Management and Statistics
Minor: Strategic Management

Dissertation: An Exploratory Study of the Implementation of Enterprise Resource Planning (ERP)

Baldwin-Wallace College, MBA, June 1988- Majored in Strategy

Bowling Green State University, BSBA, May 1985- Majored in Procurement and Materials

ACADEMIC TEACHING EXPERIENCE

Kent State University- Associate Professor 2011-Present
Assistant Professor 2004-2010

Courses of Instruction: TECH= Technology
BMRT= Business Management & Related Technology
MIS= Management & Information Systems

At Kent I have received excellent student evaluations, both face to face and on line. I have received numerous 'difference maker' notes from students.

Case Western Reserve University, Part-time Instructor, 2000- 2004

Courses of Instruction: OPMT= Operations Management

At CWRU I received excellent student evaluation ratings from 4.30-4.71 on a 5-point scale. After teaching one course at CWRU, I was offered a contract for the next 2 semesters based upon student evaluations and several unsolicited graduate student recommendations

Cleveland State University, Full-time Visiting Professor 2003,
Part-time Instructor, 1994- 2002

Courses of Instruction: OMS= Operations Management & Statistics
MIS= Management Information Systems

At Cleveland Sate University I have received student evaluation scores between 4.40-4.93 on a scale of 5.00. This places me in the top 5% of all professors, including full time faculty, in the College of Business. I managed the majority of internships and independent studies for the OMS department from 1996-2003

GRANTS, AWARDS, AND FUNDING

As a board member of the Catholic Youth Organization (CYO), 2015- present, and Catholic Charities of Lake and Geauga Counties, 2014- present, I have helped raise over \$500,000 for these organizations.

- Chik-fil-A (2013)- Awarded \$750 (Gifts in Kind)
- Boler School (2013- Awarded \$100
- Kent Geauga (2013)- Funded \$1000 (MWDSI)
- FJM (2012)- Awarded \$1500 (Gifts in Kind)
- Kent Foundation (2011)- Applied for \$9,300
- GAR Foundation (2010)- Applied for \$50,000
- Kent Foundation (2010)- Applied for \$20,000
- Community Outreach (2009)- Secured \$34,000 (Via State of Ohio funding)
- Emerald Fields of Troy (2007)- Awarded \$900,000 (As a Founding Board Member)

PUBLICATIONS IN REFEREED JOURNALS

(Nominated for Kent State researcher of the year award, 2010)

- Muscatello, Parente and Swinarski (2018), Aligning Supply Chain Logistics Costs via ERP Coordination, *International Journal of Information System Modeling and Design*, Vol TBA
- Muscatello, Parente and Swinarski (2016), The Impact of ERP Alignment on Logistics Costs: A Work System Theoretical Approach, *International Journal of Enterprise Information Systems*, Vol 12, No. 3
- Muscatello and Stoll (2014), The Value of Business Education, *Business Technology Educator*, Vol. LXXIII
- Stoll and Muscatello (2014), Teaching Excel Solver to All Business School Majors, *Business Technology Educator*, Vol. LXXIII
- Muscatello and Chen (2012), Application of Radio Frequency Identification (RFID) in Supply Chains: Benefits and Challenges," *International Journal of Data Analysis and Information Systems*, Vol. 4, No. 2
- Muscatello (2011), "Improving Business Student Engagement Using Technology," *Business Technology Educator*, Vol. XI

- Muscatello (2009), "Forecasting Accuracy Improvement through Process Redesign: A Case Study," *Journal of Business Forecasting*, Vol. 28, No. 2
- Muscatello and Chen (2008), "Enterprise Resource Planning (ERP) Implementations: Theory and Practice" *International Journal of Enterprise Information Systems*, Vol 4, No. 1
- Lindeman and Muscatello (2006), "Internet Investing: A New Application of Technology in the Classroom," *Business Technology Educator*, Vol. LXV
- Muscatello (2006), "The Usefulness of Reengineering for Enterprise Resource Planning (ERP) Systems Implementations: A Comparison of Practitioners and Consultants Beliefs," *Saudi Computer Journal: Applied Computing and Informatics*, Vol. 2.
- Muscatello and Parente (2005), "Enterprise Resource Planning (ERP): A Post Implementation Cross Case Analysis," *Information Resources Management Journal*, Vol. 18, No. 7

Honored by IGI publications as one of the best information management articles and was included in the book Strategic Information Systems: Concepts, Methodologies, Tools, and Applications by M. Gordon Hunter

- Muscatello, Small and Chen (2003), "Towards a theory of ERP implementation issues in medium size manufacturers," *International Journal of Operations and Production Management*, Vol 23 No. 8.
- Muscatello (2003), "The potential use of knowledge management and training: A review and direction for future research," *Business Process Management Journal*, Vol. 9, No. 3

Selected as a top knowledge managements paper and included in the book: Knowledge Management and Organizations, Emerald Group Publishing

- Tukul, Rom and Muscatello (2002), "MRP in a job shop environment using a resource constrained project scheduling model," *Omega*, Vol. 30, No.4.

Honored by Decision Sciences as one of the top 25 articles downloaded by researchers during 2002-2004

- Muscatello and Heshizer (2002), "Safety teams: Government and business want them and use them, but are they legal?" *Journal of Safety Research*, Vol. 33.
- Muscatello and Coccari, (2000), "Savings with a formal forecasting system: A case study," *Journal of Business Forecasting*, Vol. 19, No. 1, Spring.

PUBLICATIONS IN REFEREED BOOKS

- Muscatello, Parente and Swinarski (2017), "Improving Logistics Costs Through ERP Alignment," **Enterprise Information Systems and the Digitalization of Business Functions** IGI Global
- Muscatello and Chen (2010), "Critical Success Factors in Enterprise Resource Planning Systems," **Organizational Advancements Through Enterprise Information Systems**, IGI Global

- Muscatello and Sherman (2007), "Reverse Auctions: A Topology and Synopsis of Current Research Efforts," **Best Practices in On-Line Procurement Assessments, IGI Publishing.** *Noted as a "Premier Reference Source" by the Editor.
- Muscatello and Parente (2007), "A Post Implementation Case Study and Review of Enterprise Resource Planning (ERP) Implementations: An Update", **Innovative Technologies for Information Resources Management, Vol. 7.**
- Muscatello and Emens (2007), "Do reverse auctions violate professional standards and codes of conduct? **Best Practices for On-Line Procurement Auctions, IGI Publishing** *Noted as a "Premier Reference Source" by the Editor.

PUBLICATIONS IN REFEREED PROCEEDINGS

- Stoll and Muscatello (2015) "Case Studies in CPFR" **Mid-West Decision Science Institute Proceedings**
- Muscatello, Parente, and Swinarski (2014) "The Impact of ERP Alignment on Logistics Costs: A Work System Theoretical Approach" **Mid-West Decision Science Institute Proceedings**
- Muscatello, Ruscitto and Lindeman (2013) "Towards a Theory of Why Business School Graduates Need Increasing Quantitative Analysis Skills" **Mid-West Decision Science Institute Proceedings**
- Muscatello (2013) "Can Traditional Business Process Theories be used to Achieve Benefits in RFID?" **Mid-West Decision Science Institute Proceedings**
- Muscatello, Stoll and Lindeman (2012) "Towards a Theory of Information Technology Project Abandonment: Discussion of Project Personnel" **Mid-West Decision Science Institute Proceedings**
- Lindeman and Muscatello (2012) "Using Bolinger Bands as an Aide to Decision Making in Investment Analysis," **Mid-West Decision Science Institute Proceedings**
- Muscatello, Swinarski and Parente (2011) "A Comparison of Critical Success Factors in Single and Multisite ERP Implementations," **Decision Science Institute Proceedings**
- Muscatello (2010), "A Survey of Ethical Abuses in Reverse Auctions," **21st Century Management Conference Proceedings**
- Muscatello (2010), "ERP implementation effectiveness as measured by logistic performance," **Mid-west Decision Science Institute Proceedings**
- Muscatello (2008), "Why Do ERP Implementations Fail? A Focus Group Study With Heavyweight ERP Implementation Experts," **Mid-West Decision Science Institute Proceedings**
- Small, Chen and Muscatello (2001), "Towards a theory of ERP implementation issues in medium size manufacturers," **Decision Science Institute Proceedings**

- Muscatello and Coccari, (2000), “Savings with a formal forecasting system: A case study, Published in the proceedings of the **Society of Business and Economics International Meeting**

ACADEMIC PRESENTATIONS

- Stoll and Muscatello (2015) “Case Studies in CPFR” **Mid-West Decision Science Institute Proceedings**
- Muscatello, Parente, and Swinarski (2014) “The Impact of ERP Alignment on Logistics Costs: A Work System Theoretical Approach” **Mid-West Decision Science Institute Proceedings**
- Muscatello, Ruscitto and Lindeman (2013) “Towards a Theory of Why Business School Graduates Need Increasing Quantitative Analysis Skills” **Mid-West Decision Science Institute Proceedings**
- Muscatello (2013) “Can Traditional Business Process Theories be used to Achieve Benefits in RFID?” **Mid-West Decision Science Institute Proceedings**
- Muscatello, Stoll and Lindeman (2012) “Towards a Theory of Information Technology Project Abandonment: Discussion of Project Personnel” **Mid-West Decision Science Institute**
- Lindeman and Muscatello (2012) “Using Bolinger Bands as an Aide to Decision Making in Investment Analysis,” **Mid-West Decision Science Institute**
- Muscatello (2011), A Comparison of Critical Success Factors in Single and Multisite ERP Implementations,” **Mid-West Decision Science Institute**
- Muscatello (2010), “A Survey of Ethical Abuses in Reverse Auctions,” **21st Century Management Conference**
- **Muscatello** (2010), “ERP implementation effectiveness as measured by logistic performance,” **Mid-West Decision Science Institute**
- Muscatello (2008), “Why Do ERP Implementations Fail? A Focus Group Study With Heavyweight ERP Implementation Experts,” **Mid-West Decision Science Institute**
- Muscatello (2005), “Project Management Skill Set,” **Kent State Symposium**
- Small, Chen and Muscatello (2001), “ERP implementation issues” **Decision Sciences Institute Regional Meeting**
- Muscatello and Coccari, (2000), “Savings with a formal forecasting system: A case study,” **Society of Business and Economics International Meeting**
- Small, Chen and Muscatello (2000), “Towards a theory of ERP implementation issues in medium size manufacturers,” **Journal of Operations Management Round Table Discussions**

ACADEMIC AND PROFESSIONAL SERVICE

Kent State University Geauga, Assistant Professor 2004-2010, Associate Professor 2010-Present

- Lead Faculty for Business Management and Related Technology Major 2009-Present
- Faculty Chair Geauga 2012-2014
- Selected to IUC 2014-2015
- Lead Faculty for Applied Business AY 2014-15
- Chair of Econ search committee 2018
- Member of Dean's search committee 2015
- Board Member Catholic Charities Lake and Geauga Counties 2014-Present
- Board Member CYO Cleveland 2015-Present
- Vice-President of Planning and Development Midwest DSI (2011-2017, re-elected)
- Designed and implemented 7 new courses in Insurance for Kent Salem's new major, Insurance Studies
- Chair and host of the Midwest DSI Meeting 2013
- Certified Web Instructor- Quality Matters 2011
- Interim Director of Outreach for Kent Geauga 2009
- Chair of Symposium, Research and Journal Editor for the Midwest DSI 2008 Meeting
- Reviewer for Decision Sciences, 2006-Present
- Reviewer for International journal of Production Research 2009-present
- Reviewer for the International Journal of Operations and Quantitative Management 2008
- Reviewer for the International Journal of Operations and Production Management, 2004-present
- Reviewer for the Journal of End User Computing 2007
- Appointed Regional Director of chapter development for the Midwest Region of APICS, 2007
- APICS instructor and certified CFPIM by APICS 1985- Present
- Chair of 2 faculty and 4 administrative searches
- Member of the Geauga Campus Finance Committee 2004-Present
- Member of the University Commencement Committee 2006-present
- Chair of the 2+2 Committee (Maintains Associations with Lakeland and CCC) 2004-05
- Liaison between students and the business community for internships and permanent job placement.
- Academic advisor for business and technology students
- Assisted the Associate Dean with part-time instructor recruitment
- Recruited guest speakers for the Geauga Leadership Breakfast (GEL) Breakfast meetings
- Consulted with W.W. Grainger and Mar-Bal, Inc., through the Kent outreach center
- Work closely with the Kent outreach center on new business development
- Board member of Emerald Rose Assisted Living (2004-2010)
- Elected in 2004 to the Wickliffe, Ohio School Board

Cleveland State University, Part-time Instructor, 1994-2002, Visiting Professor 2003

- Chair of the OMS department curriculum review committee for 2003
- Member of the MBA curriculum review committee for 2003
- Chair of the International review committee for the Associate Dean's office
- Designed and implemented Just in Time Manufacturing courses at the undergraduate and graduate level
- Designed and implemented Case Studies in Operations Management courses at the undergraduate and graduate level
- Managed guest speakers, plant tours and software demonstrations for several departments of the College of Business

- Academic liaison between the Cleveland APICS chapter and the Student APICS chapter
- Academic advisor for student resume book
- Managed Internships for the OMS, CIS and MLR departments
- Liaison between the business community and OMS graduates.
- Recruited 15 new companies to interview at Cleveland State University. Helped place over 25 students in various corporations in the Cleveland area.
- Fund Raising
- Assisted the Dean and Associate Deans in developing and implementing professional management training seminars
- Master of Ceremonies for professional management training seminars

BUSINESS PRESENTATIONS

- “The Future of Manufacturing: Innovation and Globalization” (2016) APICS Cleveland Chapter Meeting Feb
- “Strategic Planning and Innovation” (2015) Catholic Charities
- “APICS Certification” (2008-2018) Eaton Corporation
- “There’s no Luggage Rack on a Hearsel!” (2011). Kent Geauga Health care Symposium
- “Change Management” (2010). American Greetings Symposium
- “Change Management” (2009). Euclid Chamber of Commerce
- “Change Management” (2008). APICS Cleveland Chapter Meeting, May.
- “Creativity is R&D” (2007). American Greetings Symposium.
- “Change Management” (2007) Midwest Region APICS Meeting, December.
- “Six-Sigma and Lean: The Pro’s, The Con’s, The Marriage” (2007). APICS Cleveland Chapter Meeting, September.
- “Lean and its relationship to Six-Sigma” (2006) Purchasing Management Association of Cleveland
- “Using Six-Sigma and Lean” (2005). Geauga Executive Leadership Council
- “Project Management Tools for Success” (2005). Kent State University Geauga Outreach Program
- “Critical Success Factors for ERP Installations” (2004). APICS Cleveland Symposium Keynote Speaker
- “Supply Chain Management and the Need for Timely and Accurate Information” (2002). APICS Cleveland Student Chapter
- “Internet E-Commerce and the Effects on the Supply Chain,” (2000). Penn State University-Erie, PA. Manufacturing Symposium Keynote Speaker
- “Internet E-Commerce and the Effects on the Supply Chain,” (1999). APICS Cleveland Chapter
- “Lean Manufacturing” (1998). Manufacturing Symposium of Ohio
- “Why implement ERP?” (1997). Cleveland’s Advanced Manufacturing Center (CAMP)
- “Train, Train and Train some more,” (1996). Manufacturing Symposium of Ohio
- “The Pitfalls of ERP,” (1995). Symix Users Group, Columbus, Ohio
- “Developing a strong manufacturing team,” (1994). APICS Cleveland Student Chapter
- “Cycle Counting,” (1991). BPCS Users Group, Akron, Ohio
- “Systems and Manufacturing,” (1990). APICS Cleveland Chapter
- “Training and education of a work force,” (1988). Cleveland State University
- “Issues in MRPII implementations,” (1988). University of Melbourne, Australia

PANEL DISCUSSIONS

- Project Management (2001). Penn State University-Erie, PA. Manufacturing Symposium

PROFESSIONAL INSTRUCTION

APICS Certified at the Fellow level 1990-present. Master trainer (candidate) for the CPIM designation, teaching every subject. Selected as the in-house trainer for Eaton, American Greetings, Swaglok, Sherwin-Williams, Polyone, Avery Dennison, Moen, and Alcoa

Six-Sigma Champion. Trainer for The Ohio Crankshaft Company

JOSEPH R. MUSCATELLO**Resume**

Manufacturing Executive with domestic and international experience in operations management, materials management, re-engineering project management, and industrial engineering. I have managed in union and non-union environments and developed and implemented many process improvements in the shop floor, production and material planning, quality, forecasting, budgeting, distribution and warehousing and financial areas. I am a veteran project manager of 9 ERP/MRP/II system installations, a Six-Sigma Champion and Lean Manufacturing. Having worked in repetitive, process and job shop industries, I can develop excellent training and education programs for all levels of an organization from shop floor personnel to executive management. Other areas of expertise include Supply Chain Management, ISO9000, continuous improvement, and safety and health teams. I am APICS certified at the fellow level (CFPIM) and teach APICS certification courses for the Cleveland APICS Chapter. My unique blend of project management skills and executive level management experience has made me an excellent problem solver who can isolate key issues and develop and implement solutions to complex problems.

BUSINESS EMPLOYMENT HISTORY

| | |
|------------------------------|--|
| January 2010-Present | Owner of Lifestyle Simplified |
| August 2003-Present | Owner of <u>Fina-Day, Inc., A Property Management Company</u> Owner of <u>The Muscatello Group</u> |
| November 2004- January 2006 | Owner of <u>Amelia Grace Assisted Living Center</u> |
| August 2001- August 2003 | <u>Infiniti Systems Group</u> - Vice-President of Business Consulting |
| August 2000- August 2001 | <u>Answerthink Consulting</u> - Director of Supply Chain Consulting Developed "Lean Manufacturing" Practice |
| January 1999- August 2000 | <u>Cap Gemini, Ernst & Young</u> - Director- Midwest Supply Chain Group |
| February 1997- January 1999 | <u>Alcon Industries</u> - Vice-President of Operations (via CGEY for 6 months) |
| January 1996- February 1997 | <u>Pioneer- Standard Electronics</u> - Manager of Projects and Planning |
| November 1987- January 1996 | <u>Ferro Corporation</u> - Operations Manager Group Materials and Systems Manager Engineering Manager Business Systems Analyst- International |
| November 1985- November 1987 | <u>Abex Corporation</u> - Production Control Manager Plant Engineer |
| June 1985- October 1985 | <u>Frito-Lay Inc.</u> - Production Supervisor |

CERTIFICATES & TRAINING

- Six Sigma Champion
- Certified Fellow Production and Inventory Management (CFPIM) APICS
- Project Management, Cap Gemini Ernst & Young
- Reengineering “Train the trainer” Bekeart and Assoc.
- Effective supervisor interaction- Dr. Harry J. Martin and Assoc

Appendix B

Douglas Brady

Kent State University
Economics

MAIN BUILDING (GEAUGA) 167

(440) 834-4187

Email: dbrady@kent.edu

AACSB Qualifications: Other

Scholarly Academic Breakdown:

AACSB Sufficiency: Supporting

Faculty / Staff Rank: Part-Time Instructor

Tenure Status: NA

Graduate Faculty: No

Graduate Faculty Status:

Education

MBA, Kent State University, 1988.
Major: Economics and Marketing

BA, Kent State University, 1986.
Major: Political Science

Licensures and Certifications

NASD Series 7 license, Metlife State Street Securities. (December 1988 - Present).

Academic, Military and Professional Positions

Academic

Adjunct Faculty, Kent State University. (June 1995 - Present).

Professional

Economics Editor for a National Blog. (2011 - Present).

Consulting in Marketing & Statistics. (2008 - Present).

Consulting

- Management Consulting, Amy Pennell, LLC, Kent, Ohio. (December 1, 2011 - Present).
- Technical/Professional Work, Clavco Products, Toledo, Ohio. (February 1, 2001 - Present).
- Management Consulting, Hambden Twp. Trustees, Hambden Twp., Ohio. (April 2000 - Present).
- Technical/Professional Work, C4P, Chicago, Illinois. (June 1, 2009 - February 15, 2016).

TEACHING

Teaching Experience (Fall 2012 - Present only)

Kent State University

- ECON 22060, PRINCIPLES OF MICROECONOMICS, 4 courses.
- ECON 22061, PRINCIPLES OF MACROECONOMICS, 7 courses.
- MIS 10123/BMRT 11000, EXPLORING BUSINESS/INTRODUCTION TO BUSINESS, 2 courses.
- MIS 24056/BMRT 21004, FUND-BUS STATISTICS/INTRO-BUS STATISTICS, 18 courses.

SERVICE

General Service

College

- Program Development, Member. (August 2006 - Present).

OTHER

Development Activities Attended

- Continuing Education, "What can StatCrunch do for your Business Statistics course?," Pearson, Chardon, Ohio (Webinar). (April 20, 2017).
- Continuing Education, "ExcelNow! for the Business Statistics Course," McGraw Hill, Chardon, Ohio (Webinar). (April 19, 2017).
- Continuing Education, "Economics Webinar: Taking Economics from the Ivory Tower to the Living Room with John List," Pearson, Chardon, Ohio (Webinar). (April 14, 2017).
- Continuing Education, "Economics Webinar: Theory vs. Practice and Modularity in Teaching with Pierre Yared and Nicholas Vincent," Pearson, Chardon, Ohio (Webinar). (April 13, 2017).

- Continuing Education, "Economics Webinar: Integrating Economic Growth into the Principles Classroom," Pearson, Chardon, Ohio (Webinar). (April 12, 2017).
- Continuing Education, "Workshop: Teaching Techniques," Kent State -- Geauga Branch, Burton, Ohio. (February 9, 2017).
- Continuing Education, "Deaf Awareness," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Dealing with Invisible Conflict," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Green Dot 2017," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Mental Health First Aid -- Project AWARE Kent," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Step Up, Speak Out," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Webinar: Campus Security Authorities," Kent State: Beyond Compliance Offerings, Kent, Ohio. (February 2, 2017).
- Continuing Education, "Workshop: Encouraging Critical Thinking," Kent State - Geauga Campus, Burton, Ohio. (November 16, 2016).
- Continuing Education, "Online Course Development -- Macroeconomics," Kent State -- Geauga Branch, Burton, Ohio. (July 1, 2016 - October 15, 2016).
- Workshop, "Fall 2016 Convocation," Kent State - Geauga Campus, Burton, OH. (August 24, 2016).
- Continuing Education, "Workshop: Professional Development: Advanced Blackboard Learn Workshop," Kent State -- Geauga Branch, Burton, Ohio. (August 22, 2016).
- Continuing Education, "Workshop: Blackboard Basics," Kent State - Geauga Campus, Burton, Ohio. (August 16, 2016).
- Continuing Education, "Webinar: Managing Your Online Files," Kent State University, Kent, Ohio. (March 2016).
- Continuing Education, "Workshop: Professional Development: Communication Effectiveness," Kent State University, Kent, Ohio. (February 23, 2016).
- Continuing Education, "Online Course Development -- Business Statistics," Kent State - Geauga Campus, Burton, Ohio. (July 1, 2015 - December 1, 2015).
- Continuing Education, "Webinar: Digital Tools for Statistics," Macmillan Higher Education, Chardon, Ohio (Webinar). (October 13, 2015).
- Continuing Education, "Webinar: Digital Tools for Economics," Macmillan Higher Education, Chardon, Ohio (Webinar). (October 1, 2015).
- Workshop, "Fall 2015 Convocation," Kent State Geauga Campus, Burton, Ohio. (August 20, 2015).
- Continuing Education, "Developing an Online Course," Kent State Geauga Campus, Burton, Ohio. (August 19, 2015).

Continuing Education, "Developing an Online Course," Kent State - Geauga, Burton, Ohio. (August 17, 2015).

Continuing Education, "Workshop: Blackboard Grading System," Kent State Geauga Campus, Burton, Ohio. (January 2015).

Continuing Education, "Professional Development: Principles of Conflict Management," Kent State University, Kent, Ohio. (January 28, 2015).

Workshop, "ALICE Training," Kent State -- Geauga Branch, Burton, Ohio. (September 2014).

Continuing Education, "Workshop: Management Skills - Using DiSC to Direct and Delegate (Pt 2 of 3)," Kent State, Kent, Ohio. (September 29, 2014).

Conference Program, "Webinar-Title IX Overview," Kent State, Burton, Ohio Campus. (September 22, 2014).

Continuing Education, "Management Skills - Getting the Most of Your Management Style Using DiSC (Pt 1 of 3)," Kent State, Kent Ohio. (September 3, 2014).

Continuing Education, "Workshop: Syllabus Requirement including COB specifics," Geauga Campus, Burton, Ohio. (August 20, 2014).

Workshop, "ALICE Training," Kent State Geauga Campus, Burton, Ohio. (March 2014).

Continuing Education, "Workshop: Integrating Technology into the Classroom - 10 sessions," KSU, Twinsburg, Ohio. (2011 - 2013).

Faculty Convocation, "Classroom Management," Geauga Campus, Kent State University, Burton, Ohio. (August 21, 2013).

Appendix C

Robert Antenucci

4314 Mahoning Ave.
Warren, OH 44483

rantenuc@kent.edu
Office: 330.675.8826

Education

Ph.D. Business Administration, Finance, Management Minor, Kent State University (2013),
Dissertation: *Impact of Corporate Governance, Excess CEO Compensation, and CEO Stock Option*

Grants on Firm Performance during Recessionary Periods

MBA Finance, University of Chicago (1988)

B.S. Chemical Engineering, Business Minor, Case Western Reserve University (1982)

Academic Experience

2016 – Present *Assistant Professor*
Business Management Technology, Kent State Trumbull

2010 – 2016 *Assistant Professor*

| | |
|-------------|--|
| 2005 – 2009 | M&IS and Finance, M&IS Department, Kent State Trumbull <i>Teaching Fellow</i> Finance Department, College of Business, Kent State University |
| 2003 – 2005 | <i>Adjunct Faculty</i> Department of Accounting and Finance, Williamson College of Business, Youngstown State University |

Honors and Awards

Sigma Alpha Pi National Society of Leadership and Success Honorary Award for Faculty Outstanding Service (April 2016)
 International Honor Society of Beta Gamma Sigma (April 2014)
 American Cancer Society's St. George National Award recognition for years of distinguished volunteer service (November 2010)
 Dean's Best Paper Recipient (co-author) *The Effect of Business Process Patents on the Innovation of Financial Products and the Profitability of Financial Institutions*, (July 2010)
 Dean's Best Paper Recipient (sole author), *International Volatility Transmission and Stock Market Contagion*, (May 2009)
 Golden Key International Honour Society (October 2009)
 Mahoning Valley Outstanding Small Business Philanthropist (November 1999)
 University of Chicago Dean's List (1986-1988)
 Case Western Reserve University William H. Schuette Award for Outstanding Senior Chemical Engineer (1982)

Scholarly Activity

A. Refereed Articles and Conference Proceedings:

The Weakening Relationship between Corporate Governance and Firm Performance published in the AURCO Journal, Volume 25, Spring 2019, Pages 1-23.

The Weakening Relationship between Corporate Governance and Firm Performance, published in the Society of Business, Industry, and Economics Annual Conference proceedings, April 2018.

Investor Perception and Business Method Patents: A Natural Experiment published in the Journal of Economic Analysis and Policy, Volume 54, June 2017, Pages 26-48.

B. Conference Presentations and Proceedings:

A Review of the Social Welfare of Business Process Patents presented at the Society of Business, Industry, and Economics Annual Conference (April 2019)

The Weakening Relationship between Corporate Governance and Firm Performance, presented at the Midwest Decision Science Institute Annual Conference (April 2018) and Society of Business, Industry, and Economics Annual Conference (April 2018, published in conference proceedings) *Does Stronger Corporate Governance lead to Improved Firm Performance during Recession?* presented at the Association for University Regional Campuses of Ohio Conference (April 2018)

Investor Perception and Business Method Patents: A Natural Experiment, presented at the Canadian Economics Association Annual Conference, Toronto, Ontario, Canada (May 2015)

Impact of Excess CEO Compensation and Firm Performance during Recessionary Periods presented at the Eastern Finance Association Conference Annual Meeting (April 2015)

Investor Perception of the Effects of Business Process Patents on the Profitability of Financial Institutions: an Event Study of the State Street Court Case co-author, presented at Southern Finance

Association Annual Meeting (November 2010)

The Effect of Business Process Patents on the Innovation of Financial Products and the Profitability of Financial Institutions, co-author, presented at Southern Finance Association Annual Meeting (November 2009)

International Volatility Transmission and Stock Market Contagion, presented at the Eastern Finance Association Annual Meeting (May 2009)

C. Current Research / Working Papers:

Impact of Excess CEO Compensation and Firm Performance during Recessionary Periods under revision

Social Welfare of Business Process Patents working paper

Financial Service Patents working paper

D. Conference Programs, Peer Review Research & Scholarly Service

Finance Division of the Administrative Sciences Association of Canada Annual Conference, Peer

Reviewer for publication in conference proceedings for Finance Division submissions (March 2019) Midwest Decision Science Institute Annual Meeting, Accounting and Finance Session Chair (April

2018)

Finance Division of the Administrative Sciences Association of Canada Annual Conference, Peer

Reviewer for publication in conference proceedings for Finance Division submissions (March 2018)

Pearson Publishing Company reviewer for *Personal Finance Experience*, Rhodes, Weitzel, and Pratt (July 2017)

Southern Finance Association Annual Meeting Conference Program (November 2009)

Discussant for *Does Deposit Insurance Retard the Development of Financial Markets?*

Financial Management Association International Annual Meeting Conference Program (October 2009) Discussant for *Down Markets and the Excess Cash Theory of Dividends*

McGraw-Hill Connect Reviewer (October 2009)

Eastern Finance Association Annual Meeting Conference Program (May 2009) Discussant for *Why Do Financially Distressed Firms Increase (or Initiate) Dividends?*

Cengage Online Homework Content Reviewer, Eastern Finance Association Annual Meeting (April 2009)

Pearson Publishing Company Reviewer for *Principles of Finance*, Titman, Keown & Martin (April, 2009)

Midwest Finance Association Annual Meeting Conference Program (March 2009) Discussant for *Capital Structure and Moral Hazard Within Entrepreneurial Firms*

Fixed Income and Derivative Price training; assisted ACF Consultants Ltd with training for Merrill Lynch interns (June 2007)

Eastern Finance Association Annual Meeting Conference Program (April 2007) Discussant for *Why did Turkey get the Cold Shoulder from EU: Cultural or Macro Factors?*

Teaching:

A. Kent State University

Personal Financial Planning

Personal Finance

Fundamentals of Financial Management

Business Finance

Financial Policy

Individual Investment Analysis and Strategies

Operations Management

Leadership

Business Policy & Strategy

B. Youngstown State University

Corporate Finance (undergraduate and MBA)

Personal Finance

C. Kent State University Graduate Teaching Assistant

Intermediate Finance

Investments

Service and Administration

A. Kent State University Service

Kent State Trumbull AURCO Representative and AURCO 2019 Conference Faculty Ambassador (2019-present)

Kent State College of Applied and Technical Studies Advisory Committee (formerly Regional College Advisory Committee 2016-present)

Someplace Safe (2019-present) developing content to be delivered by Kent State Trumbull Faculty in a Train-the-Trainer environment

Kent Trumbull BMRT Coordinator (2016-present)

Kent Trumbull Community Relations Committee (2010-2016 and 2017-present; Committee Chair 2018-2019)

Kent Trumbull Volunteer Fair (2015-present)

Kent Trumbull Job Fair and Backpack to Briefcase (2013-2019)

Kent Trumbull M&IS Faculty Search Committee Chair (2018)
 Dean's Council (Internship Program and Young Entrepreneur's Roundtable; 2017-2018)
 Kent Trumbull Teaching Convivium (2016-2017)
 Kent Trumbull Educational Resources Committee (2016-2017)
 Kent Trumbull Faculty Co-advisor for Sigma Alpha Pi National Society of Leadership and Success (2015-2016)
 Kent Trumbull Higher Learning Commission Review (2014)
 Kent Trumbull Faculty Council (2010-present; Council meeting notes 2010-2011)
 Kent State Graduate Student Representative on College of Business Graduate Council 2007-2009)
 Kent State Library Statistical Software Focus Group (Fall 2008)
 Kent State College of Business MBA International Case Competition: Judge (Spring 2008)
 Kent State Graduate Orientation Leader (2008-2010)
 Kent State College of Business Doctoral Student Management Organization President (2006-2007)

B. Community Service

American Cancer Society Northeast Ohio Board of Directors (Volunteer Leadership Council; 2015-present)
 American Cancer Society National Relay Leadership Team (2015-2017)
 Junior Achievement (May 2017)
 American Cancer Society National Training Team (2006-2016)
 American Cancer Society Volunteer Stakeholder for American Cancer Society's Research Grant Peer Review Program (2011-2013)
 American Cancer Society Ohio Division Market Leadership Task Force (2008-2009)
 American Cancer Society Ohio Division Relay For Life Leadership Council (Volunteer Co-Chair; 2000-2009)
 American Cancer Society Warren Relay for Life, Co-Chair (1998-2003)
 American Cancer Society Ohio Division Board of Directors, Finance and Audit Committees (2007-2009)
 Blessed Sacrament Church Expansion Project Coordinator (2006)
 Trumbull Memorial Hospital Foundation Board of Directors (2003-2004)
 American Cancer Society Trumbull County Unit Board of Directors, Chairman (2002-2003), Treasurer (2001-2002)
 St. Cyril and Methodius Finance Committee (2000-2002)

Professional Experience

1997 – 2007 *Chief Executive Officer / Chief Operating Officer*
 Antenucci, Inc. Mechanical Contractors, Warren, OH
 1989 – 1997 *Project Manager*
 Antenucci, Inc. Mechanical Contractors, Warren, OH
 1990 – 2005 *Management Trustee*
 Local 225 and Local 396 Health & Welfare Fund, Security Fund, Pension Fund, Youngstown, OH
 1994 – 1998 *Chairman of the Board of Trustees*

1987 – 1989 Local 225 Health & Welfare Fund, Youngstown, OH
Strategic Planning Analyst
Amoco Oil Company, Chicago, IL
1983 – 1987 *Process Design Engineer*
Amoco Oil Company, Chicago, IL
1982 – 1983 *Technical Support Engineer*
Amoco Oil Company, Whiting, IN

Appendix D

STEVEN E. CRAUN, CPA

9212 FAIRMOUNT ROAD PO 365
NOVELTY, OHIO 44072

**(RESIDENCE) (440)-338-5108 (OFFICE) (440) -338-8292 (CELL)
(440)-725-2625**

ACADEMIC

1967—1971 Ohio State University
B Sc. Mathematics
1995—1978 State University of New York at Buffalo
MBA Accounting and Finance
11981 State of Ohio
Certified Public Accountant

EMPLOYMENT

1971—1975 United States Air Force
1975—1990 Union Carbide Corporation
Controllershship & Internal Audit Functions covering manufacturing and
distribution in eight states
1991 —Now Craun and Associates , Inc
Certified Public Accounting Firm
Kent State University
Part Time Faculty, Accounting Technology