



**College of Health Sciences
Office of the Dean**

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November 11, 2014

MEMORANDUM

To: UWM Faculty Senate

From: Paula M. Rhyner, Interim Dean
College of Health Sciences

A handwritten signature in blue ink, appearing to read "Paula M. Rhyner", written over the printed name.

Re: Extending Voting Privileges to Two Full-Time Academic Staff: Kathleen
Olewinski and Susan Yorio

The College of Health Sciences (CHS) requests approval for voting privileges at the college level, i.e., CHS Faculty and Staff meetings, for two full-time Academic Staff:

- (1) Ms. Kathleen Olewinski, Clinical Assistant Professor, Department of Health Informatics & Administration
- (2) Ms. Susan Yorio, Clinical Associate Professor, Department of Communication Sciences and Disorders

At the October 3, 2014 CHS Faculty and Staff meeting, there were two separate motions to approve Kathy Olewinski (HIA) and Susan Yorio (CSD), respectively, to have voting rights in the CHS. Each motion was unanimously approved by the voting members present at the October meeting.

Ms. Olewinski and Ms. Yorio have training, experience and responsibility comparable to those in the faculty ranks and have voting rights in their respective departments.

c: Personnel File

KATHLEEN M. OLEWINSKI

MS, RHIA, NHA, FACHE, CMA (AAMA), PhD-Dissertator (ABD)
Director, Health Care Administration Studies
Clinical Assistant Professor/Educational Coordinator
Health Care Administration Program
Department of Health Informatics and Administration
College of Health Sciences
University of Wisconsin-Milwaukee
Northwest Quadrant Building B - Office 6432
kmo@uwm.edu | (414) 229-7110

CAREER SUMMARY:

- Board certified healthcare executive and former hospital administrator, with more than 20 years of executive leadership and management experience in traditional and non-traditional health care settings and academia. Developed expertise in behavioral health accreditation and compliance early in professional career, earning recognition as an invited speaker at state and national conferences. Educator and mentor, with 22 years teaching experience in higher education related to health care and business administration. Course author with experience developing undergraduate and graduate curricula. Dedicated to service learning and community engagement. Educational coordinator focused on building strong relationships with community partners. Passion for teaching and lifelong learning, and committed to student success. Board member and leader of state and national professional associations; past state society president and conference chair. Engaged in alumni association leadership for more than 25 years.

EDUCATION:

PHD-DISSERTATOR

- Doctorate in Leadership for the Advancement of Learning and Service, Cardinal Stritch University [*PhD-ABD*, April 2013-Present; expected graduation May 2015]
 - Research Focus: *The Impact of Professional Association Involvement and Mentoring on Early Career Success in Health Care Administration* (ABD-Dissertator status; completed 70-credit PhD program coursework in Spring 2013)

GRADUATE AND UNDERGRADUATE DEGREES EARNED

- Master of Science (MS) degree, Health Services Administration, Cardinal Stritch (College) University, May 1989
 - Master's Thesis: *The Effect of Structured Orientation and Training on Employee Performance and Turnover in a Hospital Setting* (bound copy available in the Cardinal Stritch University library)
 - Bachelor of Science (BS) degree, Medical Record Administration, University of Wisconsin-Milwaukee, May 1986
 - Management Residency Capstone Project: *Shared Medical Systems Report Distribution and Analysis* (information management plan developed as administrative project for Froedtert Hospital, Milwaukee; 412 pages)
- (Also earned a 2-year Associate of Applied Science Degree in 2008 with a 4.0 GPA, and attained national certification as a medical assistant; learned clinical skills to live the student experience as a positive role model, while serving as Academic Program Director for 3 college campuses.)

CERTIFICATES EARNED

- Certificate, Specialized Course of Study, Nursing Home Administration, University of Wisconsin-Madison, 1994-1996
- Certificate of Graduation, The Management Course (*Management, Finance, Marketing, Leadership*)
 - American Management Association, United States-International, 1996 - 1997 (four, week-long, 40-hour modules)
 - *A concentrated program of study, organized and directed by management, and constituting an intensive review for executives of the basic principles, skills and tools of management* (international business management program)

CREDENTIALS:

LICENSURE

- Licensed Nursing Home Administrator (NHA) since 1996 (current and in good standing)

CERTIFICATIONS

- Board Certified *Fellow* (FACHE), American College of Healthcare Executives (ACHE) since 2008 (current/good standing)
 - Board Certified Healthcare Executive (CHE) in 1998; advanced Fellow (FACHE) credential in 2008
 - Recertified in 2011 and 2014 based on continuing education and service expectations met every 3 years
- Registered Health Information Administrator (RHIA) since 1986 (current and in good standing)
- Certified Medical Assistant (CMA), American Association of Medical Assistants (AAMA) since 2009 (current/good standing)

PROFESSIONAL MEMBERSHIPS [Current]

- American College of Healthcare Executives (ACHE)
- American Health Information Management Association (AHIMA)
- Association of University Programs in Health Administration (AUPHA)
- Healthcare Financial Management Association (HFMA)
- Southeastern Wisconsin Health Care Recruiters (SEWHCR)
- Wisconsin Academic Advising Association (WACADA)

PROFESSIONAL SERVICE [Current]

- 2015 Annual Meeting Planning Committee Member, Association of University Programs in Health Administration (AUPHA), since 2014; volunteered to serve as peer review team observer for 2014 certification cycle [review canceled]
- Regents Advisory Council, American College of Healthcare Executives, since 2014
- Board Member, American College of Healthcare Executives (ACHE), Wisconsin Chapter, appointed in 2013
- Membership Committee, American College of Healthcare Executives (ACHE), Wisconsin Chapter, since 2009
- Program Committee, American College of Healthcare Executives (ACHE), Wisconsin Chapter, since 2013
- Program Planning Committee, Healthcare Financial Management Association (HFMA), Wisconsin Chapter, since 2014
- Medical College of Wisconsin Violence Prevention Initiative (VPI), since 2009
- Wisconsin Women in Higher Education Leadership (WWHEL), Institutional Representative, since 2009

TEACHING AND SERVICE AWARDS, UNIVERSITY OF WISCONSIN-MILWAUKEE (UWM)

- Outstanding Teaching Award, University of Wisconsin-Milwaukee, 2014
- Advisor of the Year Award, University of Wisconsin-Milwaukee, 2014
- Dean's Award for Outstanding Service, UWM College of Health Sciences, 2014
- Student Success Award, UWM MAP-Works: Making Achievement Possible, 2013-2014
- UWM Outstanding Faculty/Staff Advisor Award, Advisor of the Month, November 2013
- Service Recognition Award, UWM Future Healthcare Executives (FHE), 2011
- Dean's Award for Outstanding Service, UWM College of Health Sciences, 2005
- Special Recognition Award, UWM Health Information Administration Program, 2003
- Alumni Appreciation Award, UWM School of Allied Health Professions, 2001
- Graduate of the Last Decade (GOLD) Award, University of Wisconsin-Milwaukee Alumni Association, 1996
- Dean's Award for Outstanding Service, UWM School of Allied Health Professions, 1995

ACADEMIC SERVICE ACTIVITIES, UNIVERSITY OF WISCONSIN-MILWAUKEE (UWM)

- Director, Health Care Administration Studies; Program/Dept. Advisory Board Member; Dean's Cabinet (2014-Present)
- 2015 Leadership Healthcare Forum planning task force (2014-Present)
- 2014 Leadership Healthcare Forum planning task force (2014) [*involvement upon invitation of the Dean*]
- Interprofessional Education Task Force, College of Health Sciences (2014-Present) [*invited by the IPE Team Chair*]
- UWM Biomedical Informatics/Southeastern Wisconsin Clinical & Translational Science Institute (CTSI), since 2014
- Information Technology and Policy Committee, College of Health Sciences, since 2014 [*invited by the Chair*]
- MHA program working group (2014) [*invited by the HIA Department Chair*]
- HCA program recertification work group (2013-Present)
- Black and Gold Committee member, UWM College of Health Science, since 2013 (current)
- Faculty/Staff Advisor, Future Healthcare Executives (FHE), since 2013 (current)
- Faculty/Staff Advisor, Upsilon Phi Delta National Honor Society, since 2013 (current); Honorary Member since 2014
- Faculty/Staff Advisor, Sigma Alpha Lambda National Leadership and Honors Organization, since 2013 (current)
 - Honorary Member since 2014
- Community Engaged Scholars Network (CESN), UWM Center for Community-Based Learning, Leadership, and Research (CCBLLR), since 2012 (current)
- UWM Center on Age and Community Summer Institute Planning Committee, 2010-2012 [invited]
- Secretary/Treasurer, UWM Alumni Association Emeritus Board of Trustees, since 2009 (current); board member since 2005
 - Executive Committee Member, Emeritus Board of Trustees (2009 to present)
- Board Member, UWM College of Health Sciences Alumni Group, since 2011 (current)
- President, UWM College of Health Sciences Alumni Association/School of Allied Health Professions Alumni Association, 1990-1995; 1997-2005
 - Past President and Officer, 1996; Vice President, 1989-1990
- Other: Academic Service and Alumni Service at campus recruitment events and community events (1992/ongoing to Present)

EXPERIENCE:**TEACHING AND ACADEMIC LEADERSHIP****Director, Health Care Administration Studies; Clinical Assistant Professor and Educational Coordinator**

University of Wisconsin-Milwaukee (UWM)

(Teaching at UWM since 1992, to Present)

Primary Administrative Responsibilities:

- Chief administrator for the health care administration program in the department of health informatics & administration
- Designated leader responsible for the organization, administration, continuous program review, planning, development, and general effectiveness of the program
- Involved in curriculum development and evaluation, counseling of students, program management and administrative duties
- Serve as internship coordinator for the health care administration program, department of health informatics & administration
- Coordinate, manage, and supervise the clinical education fieldwork experiences for health care administration students
- Coordinate and approve student administrative projects with community partners as part of the senior internship course
- Administer and document clinical education evaluations for student interns and agency assessments
- Serve as liaison between program and current community-based clinical affiliates to maintain relationships for compliance
- Develop new clinical sites and internship opportunities with students
- Provide local, regional, and national visibility for the health care administration program
- Deliver courses/teach in the health care administration program, department of health informatics and administration
- Maintain awareness and knowledge of local, state, and national issues pertinent to health care administration

Key Administrative Accomplishments:

- Developed systems to support and measure student success, with positive student placement outcomes reported in 1-6 months
- Updated program manual and facilitated program orientation for new students and those preparing for internship placements
- Developed relationships with preceptors and clinical placement coordinators to promote our programs and student assets, and developed new placements through networking with healthcare executives
- Created forum for students to present administrative projects during group seminar on campus with faculty and preceptors, partnering with ACHE and health system executives to network and also share their own inspiring leadership journeys
- Created systems to comply with certification and affiliate site requirements for internships in health care administration
- Assumed responsibility for program recertification efforts and self-study, and put systems in place for ongoing monitoring
- Appointed to serve as AUPHA liaison and faculty/staff advisor for Upsilon Phi Delta national honor society
- Appointed to serve as faculty/staff advisor for Future Healthcare Executives (FHE) student organization at UWM
- Appointed to service as faculty/staff advisor to charter Sigma Alpha Lambda national leadership and honors organization
- Recognized by UWM students with Student Success Award for dedication to their academic success, through the MAP Program
- Appointed to the Board, American College of Healthcare Executives (ACHE) – Wisconsin Chapter, to serve as a liaison and create opportunities to partner with our program, students, the department, the College, & UWM as well as other universities

Clinical Assistant Professor, Clinical Instructor and Ad Hoc Instructor/Lecturer, University of Wisconsin-Milwaukee (UWM)

(Teaching from 1992 to Present)

Primary Responsibilities:

- Teach undergraduate courses in the UWM Health Informatics and Administration Program: Allied Health Information Methods/Health Documentation (1992 to 2013); Health Information Management as a Profession (1994 to 1998); Health Care Quality Management (1997 to Present); Human Resource Management in Health Information Centers/Human Resource Management in Health Care Organizations (1998, 2001, 2002, 2004, 2011, 2012, 2013); Information Systems in Special Care Facilities/Health Information Administration in Specialized Healthcare Facilities (2000, 2001, 2002); Language of Medicine (2001 to 2013); Healthcare Process Measurement (2010 to Present); Gerontology for Health Care Administrators (2011 to 2014); Health Care Administration Internship course (2013 to Present)

Key Accomplishments in Teaching and University Service Recognition at UWM:

- Recognized by UWM with Academic Staff *Outstanding Teaching Award* (2014)
- Awarded Faculty voting privileges in Department of Health Informatics & Administration, and College of Health Sciences (2014)
- Honored by the College of Health Sciences with a *Dean's Award for Outstanding Service* for a third time, for leadership healthcare forum contributions and relationship building with healthcare executives and organizations (2014)
- Recognized by the UWM Center for Student Involvement as *Advisor of the Year* in 2014, and *Advisor of the Month* in 2013
- Honored by students with *Recognition of Service* for contributions as faculty advisor of Future Healthcare Executives (2014)
- Inducted into *Upsilon Phi Delta Honor Society* with health management students as faculty/staff honoree (2013)
- Recognized by UWM with a *Student Success Award*, for supporting students and *Making Achievement Possible* (2013-2014)
- Recognized by student leaders of Future Healthcare Executives (FHE) group, for *outstanding contributions as most devoted professor to FHE* (2011)
- Served on steering team to revitalize the UWM College of Health Sciences (CHS) *Alumni Group* (2011 to Present)
 - Current Board Member, serving to help plan, promote, and host the 1st, 2nd and 3rd Annual *Career Fair* for the College which helps fund the CHS Alumni Group *student scholarship* reinstated in Spring 2013 and Spring 2014
- Helped refine *long-term care submajor* course materials; took initiative to seek state approval by licensing board (2011-2014)

- Incorporated *service learning* experiences for individual students and groups/teams in 3 UWM courses (2006 to Present)
 - Developed community service partnership with Aurora Health Care, Aurora Sinai Medical Center (2006 to 2008)
 - Participated in annual service learning events with student poster presentations and videos showcased (2011, 2012)
- University Alumni *Emeritus Board of Trustees* Secretary/Treasurer (2009 to Present); Board Member (2005 to Present)
- Served as School/College Alumni Board President/Officer (1989 to 2005); *Current Board Member* (2011-Present)
- Honored by the College of Health Sciences with a *Dean's Award for Outstanding Service* for a second time, for alumni leadership contributions (2005)
- *Special Recognition Award* for teaching excellence, UWM Health Information Administration Program (2003)
- *Clinic Site Director/Management Residency Supervisor* for UWM Health Information Administration students (1996-1997)
- Honored by the University with the *Graduate of the Last Decade Award*, for early success in professional career (1996)
- Honored by the School of Allied Health Professions with a *Dean's Award for Outstanding Service*, for alumni leadership contributions (1995)

Ad Hoc Faculty, University of Wisconsin-Eau Claire, School of Arts and Sciences Outreach/UW-Extension (1995)

- Taught Summer Course: Basic Care Documentation to Enhance Direct Treatment Quality (12 credit hours, National Rural Institute on Alcohol/Drug Abuse) [*invited speaker for national conference; invited speaker again in 1996*]

Adjunct Faculty, Cardinal Stritch University, Milwaukee, WI (2000 to 2014)

- Taught undergraduate and graduate level courses in the college of business and management including computer-enhanced and computer-based courses as well as on-ground courses in an accelerated curriculum format for adults
 - Graduate level courses in advanced management and leadership, ethics and social responsibility, strategic human resource management, graduate success seminar, managing and motivating teams, managing and leading a dynamic enterprise, fundamentals of executive management, function and practice of management, analysis and design of organizations, organizational communication, managing change, and intrapreneurship
 - Undergraduate courses in human resource management, principles of self management, introduction to quality management, introduction to management, personal and professional assessment, and introduction to business ethics
- Developed service learning content for all business programs in 2004, and led program evaluation to expand community-enhanced learning and leadership model in 2013 with newly established program chair
 - Designed research protocol, interviewed faculty, conducted student focus groups, and co-authored redesign of service experience for community-engaged learning and leadership across the college of business and management
- Served on MBA program review team, and helped to develop an innovative new curriculum for 21st century business leaders
- Primary course author of 3-credit graduate success course in new MBA curriculum, focusing on triple bottom line
 - Developed and presented new curriculum proposal, course content and rubrics approved by university graduate curriculum committee (2013)
 - Trained all faculty teaching new MBA course on-ground in Wisconsin and Minnesota, and online (2013 to 2014)
- Developed international internship curriculum for the college of business and management and redesigned graduate courses on a consultant basis
- Designed 3 courses for new certificate program in team building, as a consultant for the college of business and management
- Served on steering committee to establish Stritch chapter of Wisconsin Women in Higher Education Leadership

Adjunct Faculty, Concordia University Wisconsin, Mequon, WI and West Milwaukee, WI (2010 to 2014)

- Taught anatomy & physiology courses and supervised practicum students in CAAHEP accredited medical assistant program (2010-2013)
- Taught a summer course in the adult education program, on critical thinking and creativity (2011)
- Search and Screen Committee member for new program director, providing accreditation consultation to the Dean (2013-2014)
- Annual graduation speaker for the accredited medical assistant program (2011, 2012, 2013)

Academic Program Director and Faculty, Bryant & Stratton College, Milwaukee, WI (2004 to 2009)

Primary Responsibilities:

- Responsible for the organization, administration, continuous review, planning, development and general effectiveness of CAAHEP accredited associate of applied science degree medical assisting program at 3 regionally accredited campuses
- Coordinated student internship and practicum placements to include site contracts, student documentation, and site visits
- Responsible for oversight of the medical administrative assistant program and expanded for a billing and coding emphasis
- Provided direction and support to instructors, ensured accreditation compliance, built and maintained positive relationships with physicians and employers, ensured appropriate program content, developed and maintained departmental budget
- Scheduled faculty and taught courses while overseeing the medical assisting and medical administrative assisting programs
- Supervised fieldwork placements and taught courses at 3 campus locations including weekly internship course seminar, medical terminology, legal and ethical issues in health care, introduction to health care, health care reimbursement, anatomy and physiology, certification review course, and career readiness seminars for all academic majors

Key Accomplishments and Service:

- Developed and chaired Medical Advisory Board, and recruited new members, physicians and business partners (2005-2009)
- Personally achieved multiple campus accreditation for medical assisting program for two (2) new campuses (2007, 2009)
- Served on Accreditation Review Team for the College for Middle States Colleges and Schools, in Milwaukee Market (2008)
- Chaired Faculty Development Committee; planned and facilitated orientation and training events for all faculty (2008-2009)
- Developed community job training partnership with Wheaton Franciscan Health Care, with \$150,000 funding grant earned through the Private Industry Council and managed through the Professional Development Center (2006-2007)
- Developed and led medical assistant pinning ceremony each semester, & graduation address for degree candidates (2006-2009)
- Recognized nationally for best practices in teaching and learning, for medical terminology course development (2006, 2007)
- Recognized with *Extra Mile Award*, for Teamwork, Customer Service, Problem Solving, and Positive Attitude (2006)
- Completed the 2-year associate of applied science degree program with a 4.0 GPA and honor society recognition (2006-2008)

HEALTH CARE ADMINISTRATION AND MANAGEMENT

Site Administrator, Community Care Organization, Milwaukee, WI (1999 to 2000)

Primary Responsibilities:

- Managed and operated adult day health centers, clinics, and community partnerships for north region
- Supervised professional and technical staff, and primary care providers at clinic and day center locations
- Managed care and provision of services to enrollees, through interdisciplinary resource allocation process
- Managed oversight of agency-wide home care and rehabilitation services, and social work QI functions

Key Accomplishments:

- Managed rapid growth and expansion to exceed initial budget targets for site and partnerships
- Championed agency-wide teams in health information, home care and transportation redesign

Administrator, Extencicare Health Facilities, Milwaukee, WI (1997 to 1998)

Primary Responsibilities:

- Operated facilities and managed work force for 91-bed skilled nursing facility with 44-bed sub-acute unit
- Oversaw management of 50-bed assisted living/community-based residential facility located on campus grounds
- Oversaw general business operations, employees, and the provision of quality care in long term care settings

Key Accomplishments:

- Increased Medicare-certified section from 30 to 44 beds
- Maximized sub-acute rehabilitation services with high functioning outcomes up to 95%
- Achieved and maintained 95-100% occupancy on campus; revenues consistently 10-25% above targets
- Created and implemented 10 cross-functional QI teams
- Achieved 100% compliance with corporate QA audit and 3 independent unannounced state regulatory surveys

Program Director and Consultant, Health Care for the Homeless of Milwaukee, Milwaukee, WI (1997 to 2005)

Primary Responsibilities:

- Managed community support program; directed nursing and medical staff, case management, counseling, social work
- *Continued work as a consultant, when hired as an administrator in long-term care in November 1997
- Developed and implemented quality improvement program and systems for agency programs, in role as a consultant
- Provided assessment and ongoing consultation in medical records and related legal issues for behavioral health clinic
- Provided agency-wide training with staff and business partners, in HIPAA, confidentiality and health documentation
- Developed policy and procedure manual, diabetic monitoring and medication monitoring systems for community program

Key Accomplishments:

- Directed program certification process with State Department of Health and Family Services (DHFS)
- Commended as 1st community support program to achieve 2-year certification with 0 deficiencies
- Developed and implemented quality and outcome evaluation systems; achieved 100% compliance

Hospital Administrator/Regional Director-Quality Management, DePaul Hospital, Milwaukee, WI (1991 to 1997)

Primary Responsibilities:

- Developed and implemented successful organization-wide quality and risk management programs
- Responsible to non-profit board of directors, for overall leadership and management of hospital operations as of 1996
- Oversaw hospital, residential programs, clinics, regional support services, and medical office tenant relationships
- Directed all hospital staff including nursing, clinical services, medical, ancillary, and contract services

Key Accomplishments:

- Achieved full Joint Commission accreditation, Medicare certification, and hospital reclassification to psychiatric hospital licensure
- Appointed interim Administrator for 95-bed skilled nursing facility in 1993 and 1995; maintained 95-100% occupancy
- Promoted to interim Program Director for all service sites in 1994; served on leadership team developing a strategic alliance with Froedtert and the Medical College of Wisconsin
- Promoted to Hospital Administrator in 1996; maintained role as Regional Director-Quality Management until sale of hospital

Administrative Resident/Director-Quality Management/Medical Records, First Hospital, Milwaukee, WI (1985 to 1991)**Primary Responsibilities:**

- Directed and coordinated quality management, medical records and transcription, utilization review, credentialing and medical staff relations; planned and organized all medical staff meetings including all committees (1986-1991)
- Directed staff in human resources, communications, plant operations and safety, dietary services, contract services, utilization review, medical records and transcription (1988 to 1991, functioning as assistant administrator/administrative resident)
- Designed and implemented quality monitoring program and systems to meet and exceed JCAHO and Medicare standards, as well as state licensure requirements (1986 to 1991)

Key Accomplishments:

- Started as medical record abstractor and indexer in December 1985; promoted to Medical Record Administrator in May 1986
- Promoted to Director of Medical Records/Quality Assurance/Utilization Review/Risk Management in June 1986
- Promoted to Director of Medical Records/Quality Management/Medical Staff Relations in August 1986
- Involved in conversion of general hospital to psychiatric hospital for privately owned national corporation in 1986-1987
 - Recognized with the first *Employee of the Year Award* (1987)
- Recognized publicly by Joint Commission survey team as “one of the top 5 QA professionals in the country” during site visit in 1988
- Promoted to Administrative Resident in 1988, functioning as assistant administrator for the hospital
 - Assumed additional oversight of Personnel, Plant Operations & Safety, Dietary Services, Business Office, Reception
- Coordinated administration and records in hospital closure plan in 1991, researched and met compliance and access needs
 - Retained as consultant for the site and the international health care corporation after hospital closing in August 1991, through December 1991 year-end

HEALTH CARE CONSULTING**Health Care for the Homeless of Milwaukee, Inc.**, Milwaukee, Wisconsin (1997 to 2005)

- HFS 63 Certification Compliance
- Policy and Procedure Manual Development
- Confidentiality In-service for All Staff (repeated twice)
- Mental Health Records In-service for All Clinical Staff (repeated twice)
- Quality Improvement Program Development and Ongoing Implementation
- Policy and Procedure Manual Revision
- Medical Recordkeeping Issues (ongoing consultation)
- Release of Information and Legal Issues (ongoing consultation through March 2005)
- *HIPAA Compliance* Privacy and Security Training for All Staff (repeated twice)
- Medical Record Documentation Training for All Staff (repeated twice)
- Medication Monitoring Policy Development
- Medical Records, Confidentiality, and Release of Information (ongoing through March 2005)

Health Care Quality Systems, Milwaukee, Wisconsin (1997)

- *Behavioral Health* Comprehensive Compliance Research and Software Knowledge Development
- *Long Term Care* Comprehensive Compliance Research and Software Knowledge Development
- *Home Health* Comprehensive Compliance Research and Software Knowledge Development

Milwaukee Council on Alcoholism and Drug Dependence, Milwaukee, Wisconsin (1997)

- Confidentiality Training (all staff)
- Legal Issues in Mental Health and Substance Abuse Services (all staff)

St. Monica's Senior Citizens Home, Racine, Wisconsin (1995 to 1997)

- HSS 83 Pre-Certification Compliance, Mock-Survey of Facility, Records, and Programs
- Human Resource Policies, Job Analysis, Employee Orientation and Job Description Development
- Individual Service Plan Development, Employee Training, and Interim Facility Leadership

St. Joseph Hospital/L.E. Phillips Treatment Center, Chippewa Falls, Wisconsin (1994)

- Quality Documentation and Joint Commission Accreditation
 - Mock-survey, consultation and training for all departments and employees

Wisconsin Health Information Management Association, Madison, Wisconsin (1992 to 1997)

- Legal Resource Team Member
 - Statewide professional resource in interpreting mental health and confidentiality laws related to medical records

CURRICULUM DEVELOPMENT

Synergis, Phoenix, Arizona (2013)

- Curriculum Development (Primary Course Author)
 - Designed an MBA *Graduate Success Seminar* as a required 6-week course in the new MBA curriculum in 2013
 - Developed and presented proposal approved by university Graduate Curriculum Committee
 - Trained all faculty assigned to teach accelerated course in Wisconsin, Minnesota, and online

Institute for Professional Development, Phoenix, Arizona (2004 to 2006)

- Curriculum Development (Curriculum Design and Development Consultant)
 - Created, designed and developed 2 courses for a new *Certificate in Contemporary Team Management* in 2005 and 2006
 - Completed revisions to MBA faculty syllabus and student syllabus as curriculum consultant in 2004
 - Created improved *Community Service Project* Reporting Form and process, accepted and implemented for all associate, baccalaureate and graduate level business programs in 2004
 - Modified initial MBA course content to incorporate *Adult Service-Learning* concept

Cardinal Stritch University College of Business (and Management), Milwaukee, Wisconsin (2005 to 2013)

- MBA *Program Review* committee member tasked to help develop and implement innovative new MBA program in 2013
- Collaborated with peer researcher to conduct program evaluation of *community service* initiatives in 2013
 - Developed protocol and conducted faculty interviews and student focus groups
 - Analyzed and reported data for a collaborative proposal including recommendations for program enhancements
 - Helped in a lead role to implement *community engaged learning* experience through community partnerships
- Researched and presented new *Internship* course for international business students at Cardinal Stritch University in 2009
- Curriculum area faculty advisor for *Ethics and Social Responsibility* MBA course revision in 2009

CONTRIBUTOR TO PRINTED WORK AND PUBLICATIONS:

- Primary Course *Author* for: College of Business and Management. (2013). *Graduate success seminar* (3 credit accelerated MBA course offered on-ground and online). Milwaukee, WI: Cardinal Stritch University.
- Contributor to publication in development: Foster, S. T., Sampson, S. E., Wallin, C., & Webb, G. S., *Supply chain and operations management*. Upper Saddle River, NJ: Pearson/Prentice-Hall.
- Credited *Reviewer* and contributor to: Routh, K. D. (2014). *Professionalism in medical assisting*. Upper Saddle River, NJ: Pearson Education.
- Credited *Reviewer* and contributor to: Karuppan, C. M., & Waldrum, M. (2012). *Operations management in healthcare*. Upper Saddle River, NJ: Prentice Hall.
- Credited *Reviewer* and contributor to: Beaman, N., Fleming-McPhillips, L., Routh, K. S., Gohsman, R., & Reagan, S. (2011). *Pearson's comprehensive medical assisting: Administrative and clinical competencies* (2nd ed.). Boston, MA: Pearson Education.
- Credited *Reviewer* and contributor to: Sanderson, S. M. (2011). *Electronic health records for allied health careers* (2nd ed.). Boston, MA: McGraw-Hill Higher Education.
- Credited *Reviewer* and contributor to *digital media* for: Booth, K. A. (2011). *Medical assisting* (4th ed.). Chicago, IL: McGraw-Hill Higher Education.
- Credited *Reviewer* and contributor to: McWay, D. C. (2010). *Legal and ethical aspects of health information management* (3rd ed.). Clifton Park, NY: Delmar Cengage Learning.

- Credited for contributions to the *development and revision* of: Wisconsin Health Information Management Association. (Initial copyright 1994, revised 1995, ongoing; reprinted 2014). *Legal resource manual for patient health care information*. La Crosse, WI: Author; served as a recognized expert in the field of mental health & substance abuse records administration and confidentiality laws
- Chart audit and software development consultant, Health Care Quality Systems (HCQS) (1997)
 - Independently developed comprehensive chart audits, site audits, and credentialing audit tools for new software program for nationwide firm based in Milwaukee and Florida. Completed comprehensive research for three separate projects over the course of six months, and developed tools to meet all applicable regulatory, certification, accreditation standards compliance. Published by HCQS and sold as part of individual software programs and marketed separately for the following specialty areas:
 - Behavioral Health (developed Chart Audit, Site Audit, and Credentialing Audit tools for software program)
 - Long Term Care (developed Chart Audit, Site Audit, and Credentialing Audit tools for software program)
 - Home Health (developed Chart Audit, site Audit, and Credentialing Audit tools for software program)
- Statewide task force member for the *Detoxification and Inpatient Focus Group*, Wisconsin Department of Health and Family Services (DHFS), contributing to the development and implementation of *State Uniform Placement Criteria*, incorporated into a new State of Wisconsin *Administrative Code* (1994 to 1997)
 - Wisconsin DHFS Published final product in the Federal Register, July, 2000, N. 535: *HFS 75 Community Substance Abuse Service Standards*.
- Creator and Editor, *Alumni News*, Newsletter of the School of Allied Health Alumni Association, University of Wisconsin-Milwaukee (1990-1995)
- *The Effect of Structured Orientation and Training on Employee Performance and Turnover in a Hospital Setting* (1989)
 - Bound copy of Master's Thesis available in the Cardinal Stritch University library
- *Shared Medical Systems Report Distribution and Analysis*. Unpublished information management plan developed for Froedtert Hospital in 1986, as a Management Residency project (412 pages) to satisfy graduation requirements at the University of Wisconsin-Milwaukee; suitable to "Copyright and Sell" based on written evaluation of program director

PAPERS PRESENTED:

Organizational Audit, Mini-Defense Presentation, American College of Healthcare Executives (April 22, 2012)

GENERAL RESEARCH ACTIVITY:

Research, Intergenerational survey of Summer Institute participants to inform new doctoral students about Research as part of doctoral studies (Summer 2010)

Academic Preparation of Anatomy & Physiology Students with Coursework in Medical Terminology, Survey of undergraduate health sciences students for collaborative research in biological sciences at the University of Wisconsin-Milwaukee approved by IRB (Fall 2010)

Women in Higher Education Leadership in Saudi Arabia, Interview of Saudi university president and public relations advisor; results presented as part of doctoral studies (Fall 2010)

Analysis of Similarities and Differences in Italian and U.S. Cultures, Observational research, synthesis of international perspectives; results reported in a major research paper as part of international practicum (Summer 2011)

Organizational Audit, Documents review and Interviews with leader, follower, and member of national professional association; major research paper and results presented to PhD faculty and peers as part of doctoral studies (Fall 2011-Spring 2012)

Pilot Surveys, Survey of local medical/health professionals and undergraduate health care administration students on the impact of professional association involvement and mentoring on early career success (Spring 2012-Fall 2012)

Homelessness in Milwaukee, Research conducted for Senge Institute through partnership with 3 higher education institutions, and Case study developed with peer collaborators and presented at Summer Institute for all doctoral students in leadership, learning, and service (Spring 2012-Summer 2012)

Ageism and Adulthood, Intergenerational surveys and interviews of 18 research subjects studied; results presented as part of doctoral studies (Fall 2012)

Community-Engaged Learning and Leadership, Service issue explored through collaboration with deans and 2 Colleges; review of documents related to community service projects; co-developed and implemented research protocol for faculty interviews in Wisconsin and Minnesota and online, and focus groups with students in graduate and undergraduate business programs; conducted interviews with recognized leaders and research experts; contributed to the development of a collaborative proposal resulting in a more engaged community service experience that involves business students and community partners, as part of a revised standardized curriculum; included final product in course authored and presented to graduate curriculum committee, approved as part of an innovative new curriculum in the College of Business and Management at Cardinal Stritch University (Summer 2012- Summer 2013)

WORKSHOPS AND CONFERENCE PRESENTATIONS:

- Developed and presented workshops for the Wisconsin Health Information Management Association [materials published]:
 - Basic Confidentiality (1992) *[invited speaker]*
 - Wisconsin Mental Health Act (1993) *[invited speaker]*
 - Confidentiality and Disclosure of HIV Test Results (1994) *[invited speaker]*
 - Release of Health Care Information Seminar (February 8, 1995) *[invited speaker]*
 - Legal Issues in Mental Health and Substance Abuse (1996) *[invited speaker]*
- *Effective Communication Through Technical and Business Writing*. Developed 8-hour course for the University of Wisconsin-Milwaukee and the University of Wisconsin – Extension, offered November 19, 1993. *[invited speaker]*
- Workshop Track: *Basic AODA Care Documentation to Enhance Direct Treatment Quality*. Developed and presented 15-hour curriculum at the four-day Conference of the *National Rural Institute on Alcohol and Drug Abuse* at the University of Wisconsin-Eau Claire, June 12-15, 1995; invited back for the 12th annual conference, June 9-13, 1996. *[invited speaker]*
- Developed and presented opening case study on *Homelessness in Milwaukee* as part of the formal Summer Institute program at Cardinal Stritch University, June 22, 2012; collaborated with 3 universities including UWM to host site visits with doctoral students; and university researcher participation on a community panel to include UWM School of Social Welfare and the Center for Urban Initiatives and Research (CUIR) as partners in the collaboration among universities in the Milwaukee area.

UWM GUEST LECTURER/PRESENTER:

- **Health Information Administration Program, University of Wisconsin-Milwaukee:** *[guest lecturer]*
 - Managed Long-term Care (1999) *[invited speaker]*
 - Career Opportunities in Health Information Administration (1998) *[invited speaker]*
 - Mental Health and Community-based Care (1997) *[invited speaker]*
 - Risk Management (1992) *[invited speaker]*
 - Specialty Hospitals (1992) *[invited speaker]*
- **Future Healthcare Executives, University of Wisconsin-Milwaukee:** *[presented]*
 - Human Resource Management (2013) *[speaker – 1-hour back-up for presenter who canceled]*

TRAINING PROGRAMS AND PRESENTATIONS:

- **Future Healthcare Executives at UWM:** Presented as a back-up guest speaker on resume development, graduate school, job search and interview skills from a human resource management perspective (1-hour program, November 19, 2013)
- **Cardinal Stritch University:** Presented an introduction to *Wisconsin Women in Higher Education Leadership*, at the College of Business and Management Faculty Meeting at the Radisson Hotel and Conference Center (October 10, 2009); served on a Women in Higher Education *Focus Group* organized by a student conducting research toward her Doctorate in Leadership (November 6, 2009) *[invited speaker]*
- **Bryant & Stratton College:** Created and delivered content each term (3 times per year) for New Faculty Orientations (market-wide), Faculty In-Service Training (market-wide faculty development opportunities), New Student Orientations (Medical Assistant and Medical Administrative Assistant students, market-wide), College Career Days (high school events), Portfolio Development Days (facilitated 4-hour workshops on Career Management, and Internship), and First Year Experience (1-hour training in Conflict Resolution); created and delivered speeches and presentations at Student Recognition Ceremonies, Pinning Ceremonies, and annual Graduation/Commencement ceremonies (2005 to 2009); provided various interviews for newspaper stories, WUWM radio, and major TV stations as Medical Assisting Program Director (2007-2009)

- **Health Care for the Homeless of Milwaukee, Inc.:** As an independent consultant, developed and presented mandatory HIPAA training program (1-hour program, repeated twice) for all staff, and staff training on Medical Record Documentation and Legal Issues (1-hour program, repeated twice) for all staff (2003; repeated in 2003). Developed and presented mandatory Confidentiality and Release of Information training program, and professional staff training on Abuse Reporting Requirements (1.5 hour program) for all employees and contract agency staff (1999; repeated in 1999) *[invited]*
- **Recovery Community Support Program:** As an independent consultant, developed mandatory staff training and retraining program on Client Rights and Resolution of Grievances (1-hour program plus post-test), for compliance with new state administrative code (1997) *[invited]*
- **Milwaukee Council on Alcoholism and Drug Dependence:** As an independent consultant, developed and presented mandatory staff training program on Confidentiality and Legal Issues in Mental Health and Substance Abuse Treatment (1-hour program) (1997) *[invited]*
- **St. Monica's Senior Citizens Home:** As an independent consultant, developed and presented training program for implementation of new interdisciplinary service plan requirements (3-hour program) for all clinical staff (1997) *[invited]*
- **St. Joseph Hospital/L.E. Phillips Treatment Center:** As an independent consultant, developed and presented Medical Record and Program Accreditation Training for all staff at L.E. Phillips Treatment Center/St. Joseph Hospital in Eau Claire (2-day program in 1994) *[invited]*
- **De Paul Hospital:** Developed Total Quality Service Training Program and facilitated Statewide Training (6-hour program) for all current and new De Paul Hospital employees, and statewide employees of Lutheran Social Services of Wisconsin and Upper Michigan (presented quarterly training workshops from 1995 to 1997, in Milwaukee, Waukesha, Wittenberg, and Wisconsin Dells). Developed and presented Quality Assessment and Improvement Orientation and Training program (2-hour program) for all existing employees and all new employees; provided quality/risk management and accreditation program training for De Paul Hospital Board of Directors (1991 to 1994). Developed and presented Guest Relations Training (1-hour program) for all nursing home staff at De Paul Bellevue (1991 and 1992)
- **First Hospital Milwaukee:** Developed and presented Annual Confidentiality Training (2-hour program) for all staff at First Hospital Milwaukee; developed and presented new employee orientation program (4-hour program) for all clinical staff (1987 to 1990)

AWARDS AND RECOGNITION:

- **Outstanding Teaching Award**, University of Wisconsin-Milwaukee, *Academic Staff Outstanding Teaching Award* (2014)
- **Dean's Award for Outstanding Service**, University of Wisconsin-Milwaukee College of Health Sciences (2014)
- **Recognition of Service**, University of Wisconsin-Milwaukee (2014); recognized by students for *outstanding contributions as faculty advisor of Future Healthcare Executives*
- **Upsilon Phi Delta Honor Society Induction**, Health Management Faculty/Staff Recognition (2014)
- **Advisor of the Year Award**, University of Wisconsin-Milwaukee (2014); *in recognition of time, service, leadership, and devotion to the University of Wisconsin-Milwaukee; fostered the development of the organization's members, assisted the organization with fulfilling its mission and goals, and went beyond the call of duty to assisting the organization. [Future Healthcare Executives]*
- **Student Success Award**, University of Wisconsin-Milwaukee; named by UWM students as a person who has helped them the most in their college success during the MAP-Works Fall Transition Survey (2013-2014), for *demonstrating a continuous dedication to the academic success of our learners as recognized by the students of the University of Wisconsin-Milwaukee*
- **Outstanding Faculty/Staff Advisor**, University of Wisconsin-Milwaukee (2013); recognized for *going beyond the call of duty to support and advise her organization, Future Healthcare Executives* [Advisor of the Month, November 2013]
- **Service Recognition**, Wisconsin Society of Medical Assistants, *for dedicated leadership as president* (2011-2012)
- **Recognition by Students**, University of Wisconsin-Milwaukee (2011); recognized for *outstanding contributions as most devoted professor to FHE* (Future Healthcare Executives student organization)
- **Beta Sigma Chi Honor Society**, Bryant & Stratton College (2008); recognized for scholastics and service to the community and College
- **Exemplar, Faculty Course Review** process, Bryant & Stratton College (2007)
Recognized by allied health faculty in system-wide peer review, for medical terminology teaching tools developed and shared

- **Extra Mile Award**, Bryant & Stratton College (2006)
Recognized for demonstration of extraordinary team work and effort in helping the college meet quality outcomes
- **Dean's Award for Outstanding Service**, University of Wisconsin-Milwaukee College of Health Sciences (2005)
Recognized for 15+ years service as alumni leadership representative, carrying out activities that benefit the College
- **Special Recognition Award**, University of Wisconsin-Milwaukee College of Health Sciences (2003)
In appreciation for loyalty and commitment to and outstanding teaching of health information administration students
- **Alumni Appreciation Award**, UWM School of Allied Health Professions (2001)
Recognized for service on the Constituent Alumni Association Board for contributions to the School and the community
- **Graduate of the Last Decade (GOLD) Award**, University of Wisconsin, Milwaukee (1996)
1 of 4 UWM graduates recognized in 1996 for achieving a notable measure of success early in professional career
- **Dean's Award for Outstanding Service**, University of Wisconsin, Milwaukee (1995)
Recognized for personal and professional commitment and service to the School of Allied Health Professions
- **Employee of the Year Award**, First Hospital Milwaukee (1995); first recipient of this hospital-wide recognition

PROFESSIONAL AFFILIATIONS:

- Member, Healthcare Financial Management Association (HFMA) (2014-Present)
 - Program Planning Committee Member, Wisconsin Chapter (2014-Present)
- Board Certified Fellow, American College of Healthcare Executives (2008-Present); Board Certified Diplomate (1998-2008)
Member since 1997; Student Member 1988-1990
 - *Membership Committee*, American College of Healthcare Executives-Wisconsin Chapter (2009 to Present)
 - *Program Committee*, American College of Healthcare Executives-Wisconsin Chapter (2013 to Present)
- Charter Member, American College of Healthcare Executives-Wisconsin Chapter (2004-Present)
- Member, Association of Health Care Executives (1996 -2004)
- Member, Association of Behavioral Healthcare Management (1988- 2000)
- Member, Wisconsin Academic Advising Association (WACADA) (2007-2008; 2013-Present)
- Member, Southeastern Wisconsin Health Care Recruiters (2014-Present)
- Member, American Health Information Management Association (1986-Present)
- Member, Wisconsin Health Information Management Association (1986-Present)
 - Member, State Legislative Committee and Statewide Legal Resource Team (1992-1997)
 - Member, Fall Workshop Planning Committee (1995)
 - Member, Finance Committee (1989)
- President, Health Information Management Association of Southeastern Wisconsin (1990-1992)
 - Director, 1990-1993
 - Active Member, 1990-2000
- Charter Member, Mental Health/Substance Abuse Round Table Network (1989-1999)
- Member, Association of Health Care Executives (1996 -2004)
- Member, Association of Behavioral Healthcare Management (1988- 2000)
- Member, American Association of Medical Assistants (AAMA) (2005-Present)
 - Co-Chair, National Leaders in Education and Practice (LEAP) Task Force Member, Continuing Education Board (CEB) of the American Association of Medical Assistants (AAMA) Board of Trustees (2010-2012)
 - National Continuing Education Board Member (2010-2012)
 - National Committee Chair-Pages (2009-2011)
 - Committee Member (2008-2011)
 - National House of Delegates (2011-2012)
- National Medical Assisting Advisory Board Member (2008-2009)
- Chief Proctor, National Certification Examination, Certified Medical Assistants (2008)

- Member, Wisconsin Society of Medical Assistants (WSMA) (2005-Present)
 - Immediate Past President (2012-2013)
 - President (2011-2012)
 - Vice President and President-Elect (2010-2011)
 - Strategic Planning Committee Chair (2012-2015)
 - 2012 State Conference Committee Chair (2010-2012)
 - Certification/Recertification Committee Member (2010-2014)
 - Member, Partnership Committee between WSMA, Educators and Students (2010-2013)
 - Nominating Committee Member (2009-2010)
- Member, Greater Milwaukee Medical Assistants (GMMA) (2005-Present)
 - Immediate Past President (2012-2014)
 - President (2010-2012)
 - Vice President (2008-2010)
 - State Conference Planning Chair (2010-2012)
 - Bylaws and Standing Rules Committee Chair (2008-2014)
 - State Delegate (2007- 2014)

COMMUNITY INVOLVEMENT:

- American Cancer Society Relay for Life, with Sigma Alpha Lambda Honor Society at UWM (March 2014)
- Service Learning Faculty/Teaching Academic Staff, University of Wisconsin-Milwaukee (2010-Present)
- Member, Medical College of Wisconsin Violence Prevention Initiative (2009-Present)
 - Member, Academic Capacity Workgroup (2009-2010)
- Volunteer, Mount Carmel Nursing Home (1982-1989); Received service recognition award in 1986
- Volunteer and Booth Sponsor, Safety Fair sponsored by the Milwaukee County Department on Aging (October 2009)
- Volunteer and Booth Sponsor, Health Fair sponsored at Lindsay Park Community Event (August 2009)
- Volunteer/Participant, Aurora Health Care Lombardi Walk/Run for Cancer (June 2009)
- Blood Drive Organizer and Event Sponsor, American Red Cross (2007-2008)
- Member and Volunteer, Milwaukee South Shore Noon Lions Club (1998-2000); Constitution and Bylaws Committee Member (1999)
- Board Member and Band Member, West Allis/West Milwaukee Suburban Concert Band (1986-1999)

LEGISLATIVE POLICY AND ADVOCACY:

- Member, Medicaid Managed Care Statewide Advisory Group (1997-1998), which established Medicaid HMOs in Wisconsin
- Member, Milwaukee County Mental Health/Alcohol and Other Drug Abuse Medicaid Managed Care Group (1997-1998)
- Member, Wisconsin Department of Health and Family Services (DHFS) Detoxification & Inpatient Focus Group (1994-1997)
- Member, Milwaukee County AODA Public Policy Network, and Substance Abuse Services Network (1994-1997)
- Member, Medicaid HMO Expansion Quality Assurance Utilization Review Work Group (1995-1997)
- Member, Wisconsin Hospital Association; Behavioral Health Group; & Certification and Standards Work Group (1996-1997)
- Member, Wisconsin Health and Hospital Association (WHA), Southeastern Region (1996-1997)
- Member, Hospital Council of Greater Milwaukee Area (1996-1997)

UWM SERVICE:

- Invited by chair to join the Interprofessional Education Team, College of Health Sciences (2014-Present)
- Invited by chair to join the Information Technology and Policy Committee, College of Health Sciences (2014-Present)
- UWM Biomedical Informatics/Southeastern Wisconsin Clinical & Translational Science Institute (CTSI) (2014-Present)
- Invited by the HIA Department Chair to join the MHA working group with the School of Business (2014-Present)
- Scholarship Selection Committee Chair and representative for Foster G. McGaw undergraduate HCA scholarship (2014)
- Invited by the Dean to serve on the Leadership Healthcare Forum planning Task Force (2014-Present)
- Health Informatics and Administration AUPHA Certification and Academic Planning Work Group (2013-Present)
- Faculty/Staff Advisor, Future Healthcare Executives (FHE) student organization (2013-Present)
- Faculty/Staff Advisor, Sigma Alpha Lambda national leadership and honors organization (2013-Present)

- Faculty/Staff Advisor, Upsilon Phi Delta AUPHA national professional honor society (2013-Present)
- Board Member, College of Health Sciences Alumni Group (2011-Present); Career Fair Planning Group (2011-Present)
- Planning Committee Member, UW-Milwaukee Center on Age and Community Summer Institute (2010-2012)
- Board Secretary/Treasurer, Emeritus Board of Trustees, University of Wisconsin-Milwaukee Alumni Association (2009-Present)
 - Emeritus Board Executive Committee Member (2009-Present)
 - Emeritus Trustees Board Member since 2005
- Constituent Board Member and Chapter President, University of Wisconsin Alumni Association (1995-2005); Life Member
 - Constituent Alumni Association Committee (2000-2005)
 - Area Information Meetings Planning Committee (first annual, 1999-2000)
 - Alumni College Planning Committee (first annual, 1999)
 - Career Update Planning Committee (1997-1998)
 - Program Committee (1995-1999)
- College of Health Sciences Alumni Association, and School of Allied Health Professions Alumni Association:

Provided leadership, educational programming, scholarship awards, and recognition of alumni and future alumni

 - President (1990-1995; 1997-2005)
 - Past President/Officer (1996)
 - Vice-President (1989-1990)
 - Thirtieth Anniversary Planning Committee Member (2005)
 - Coordinator and Presenter, Student Special Recognition Awards (1991-2002)
 - Chair and Coordinator, Student Professional Development Seminar (1997-2002)
 - Chair and Coordinator, Annual Faculty-Staff Reception and Alumni Event (1990-2000)
 - 25th Anniversary Planning Committee Member (1998-1999)
 - Chair, Breakfast Speaker Series Planning Committee (1992-1999)
 - Twentieth Anniversary Planning Committee Member (1993-1995)
 - Newsletter Creator and Editor (1990-1995)
- Re-Accreditation Committee, Health Information Administration Program, University of Wisconsin-Milwaukee (1999)
- Search and Screen Committee, Dean, School of Allied Health Professions, University of Wisconsin-Milwaukee (1999)
- Search and Screen Committee, Program Director, Health Information Administration Program, UW-Milwaukee (1997-1998)
- Clinical Site Director, Management Residency (1996) and Clinical Practicum (1996), University of Wisconsin-Milwaukee Health Information Administration Program (oversaw 4-week full-time field experience, and supervised practical experience)
- Ten-Year Program Review Audit Committee, Health Information Administration Program, UW-Milwaukee (1993)
- State of Wisconsin Audit Participant, University of Wisconsin System Lateral Audit of Allied Health Professions Programs, Continuing Education Program (1993)
- Admissions Committee Member, Health Information Administration Program (1990)
- Union Policy Board Member, University of Wisconsin-Milwaukee (1982-1986)
 - Chair, Food Service Committee (1983-1984)
 - Chair, Building Committee (1984-1985)
 - Chair, Bylaws Committee (1984-1985); Member, 1982-1985
 - Budget Committee Member (1985-1986)
 - Employment Committee Member (1982-1983)
- Committee Member, University of Wisconsin-Milwaukee:
 - Academic Policy Committee (1984-1985)
 - Course and Curriculum Committee, School of Allied Health (1984-1985)
 - Chancellor's Budget Advisory Committee (1985)
 - Health Center Advisory Committee (1985)
 - Student Court Interviewing Committee (1985)
 - Grievance Committee (1983-1984)
 - Academic Affairs Committee (1983-1984)
 - Health Fair Planning Committee (1983-1984)
 - School of Allied Health Professions Student Affairs Committee (1983-1984)
- President, Student Senate, University of Wisconsin-Milwaukee (1984-1985)
- Vice President, Student Government, University of Wisconsin-Milwaukee (1984-1985); Acting President (1985)
- Director, United Council of Statewide Student Governments (1983-1985)

- President Pro Tempore, Student Senate, University of Wisconsin-Milwaukee (1983-1984)
- Student Senator, School of Allied Health Professions, University of Wisconsin-Milwaukee (1983-1984)
- Vice President, Pi Sigma Epsilon professional business organization (1983-1985); Sales and Marketing team (1984-1985) – University of Wisconsin-Milwaukee
- President, Vice President, Secretary and Treasurer, Pre-Medical/Pre-Health Association, University of Wisconsin-Milwaukee (1982-1985)

PROFESSIONAL GROWTH ACTIVITIES: *(Continuing education commitment in support of teaching and learning)*

- FACHE credential maintenance, Board certified Fellow, American College of Healthcare Executives (ACHE)
 - Fellows are required to recertify every three years.
 - The Requirements to certify are: Participation in 2 healthcare activities; Participation in two community/civic activities; and Completion of 36 hours of Healthcare Management continuing education credits.
 - Board certified since 1998; Advanced to Fellow status in 2008. Education records available online at ache.org
- NHA credential maintenance, Nursing Home Administrator, State of Wisconsin Licensing Board
 - Licensed since 1996.
 - Minimum 30 credits required every 2 years, as reported to State of Wisconsin Nursing Home Examining Board.
- RHIA credential maintenance, Registered Health Information Administrator, American Health Information Management Association
 - Registered since 1986.
 - Minimum 30 continuing education credits required every 2 years as reported to AHIMA.
- CMA (AAMA) credential maintenance, American Association of Medical Assistants
 - Certified since 2009.
 - Minimum 60 continuing education credits every 5 years; CE Transcript Registry available online at aama-ntl.org
- Faculty Meetings and Professional Development sessions at Cardinal Stritch University, Bryant & Stratton College, Concordia University Wisconsin, and University of Wisconsin-Milwaukee

UWM TRAINING RECORD:

- *TBD - UWM Employee Title IX Training, Office of Equity/Diversity Services [Registered to attend, November 19, 2014]*
- Five Best Practices in Service-Learning Pedagogy, Community Engaged Scholars Network (October 16, 2014)
- UWM Benefits Team: Your 2015 Employer Sponsored Benefits (October 8, 2014)
- Active Shooter Training, UWM College of Health Sciences Faculty/Staff Meeting (October 3, 2014)
- IRB Training: Introduction to the UWM IRB (September 23, 2014)
- Office 365 Training/Demo (June 11, 2014)
- Overview – New UW System Travel Policies and Procedures (October 17, 2013)
- Benefit Changes for 2014 (October 9, 2013)
- Human Subjects Research at UWM (October 4, 2013)
- Faculty and Staff First Friday Celebration and Program, Center for Community-Based Learning, Leadership, and Research (CCBLLR), Chancellor's Advisory Committee for LGBT+ Advocacy and the Division of Student Affairs (September 6, 2013)
- Orientation and Welcome for Incoming Faculty and Teaching Staff (August 29, 2013)
- Community Engaged Scholars Network Summer Institute (June 5, 2013)
- VISA: Verified Individual Services and Accommodations (January 21, 2012)
- Diversity and Climate at UWM: A Campus Conversation – Day 2 (March 11, 2011)
- Cat B – Preparing Your File for Indefinite Review (January 19, 2011)
- Protecting your pension in volatile markets (SWIB) (December 7, 2010)
- Importing Question Banks and Developing Effective Quizzes in D2L (December 7, 2010)
- Clinical Trials & Genetic Research; Research with Minority Populations (November 19, 2010)
- Data Management (November 12, 2010)
- Ownership, Authorship, Publication Processes, Peer Review, Plagiarism (October 15, 2010)
- Codes of Professional and Research Ethics and Human Subjects Review (October 8, 2010)
- Scientific Misconduct and History of Research Abuses (October 1, 2010)

- Access to Success Conference Morning Session and Afternoon Session – All Day Conference (February 12, 2010)
- Employee Development Anniversary Social (August 27, 2009)
- Engaging Students: Why is it so hard? (February 27, 2009)
- Course Learning Assessments: Be Smart, Simple, and Selective (February 20, 2009)
- Access to Success Campus Conference – Morning Session and Afternoon Session – All Day (January 30, 2009)
- Getting on the Ballot for University Service (November 19, 2008)
- The NEW version of D2L for Experienced Users (August 21, 2008)
- Transparency in Learning and Fairness in Grading (July 29, 2008)
- New and Not So New Academic Staff Employee Orientation (April 24, 2008)
- What You Should Know About Ethics and Security of Records (April 16, 2008)
- Strategies for Personal and Classroom Safety (March 12, 2008)
- Develop Easy-to-Use Online Activities and Games for Student Engagement (February 6, 2008)
- How Can We Be Of Service? (October 12, 2007)
- Does Your Teaching Have Style? Teaching and Learning Styles: Are Yours Showing? (October 3, 2007)
- Teleconference: Mentoring Faculty of Color (October 16, 2007)
- Employee Development 4th Anniversary Social (August 3, 2007)
- Leading the Way: Encouraging Student Success Through Peer Education (March 8, 2007)
- Evaluating Performance: Fostering Excellence, Supporting Improvement (February 2, 2007)
- Employee Development Third Annual Awards Ceremony and Reception (December 15, 2006)
- Employee Development 3rd Anniversary Social (August 31, 2006)
- The Process of Testing and Evaluation for Learning (June 14, 2006)
- Designing Courses and Syllabi with Coherence (June 2, 2006)
- eGrading Essentials for Instructors (April 28, 2006)
- UWM Access to Success Day (February 24, 2006)
- Desire2Learn (D2L) Blowout Workshop (June 9, 2004)
- FERPA online training (April 10, 2002)

COURSEWORK COMPLETED, PHD IN LEADERSHIP FOR THE ADVANCEMENT OF LEARNING & SERVICE (ABD):

- ED 761A Doctoral Dissertation Seminar (Spring 2014; Summer 2014; Fall 2014)
- ED 761 Continuing Research (Fall 2013)
- ED 734 Dimensions of Leading to Serve [4 doctoral credits] (Spring 2013)
- ED 745 Research Practica C [2 doctoral credits] (Spring 2013)
- EDP 899 Advanced Theory and Model Building [2 PhD credits] (Spring 2013)
- ED 730 Service Theory: Evolution and Influences [4 doctoral credits] (Fall 2012)
- ED 744 Research Seminar C [3 doctoral credits] (Fall 2012)
- EDP 851 Advanced Statistics [1 PhD credit] (Summer 2012)
- ED 702 Seminar in Leading to Serve [1 doctoral credit] (Summer 2012)
- ED 752 Leadership in Learning and Service Institute III [6 doctoral credits] (Summer 2012)
- ED 724 Dimensions of Leading the Learning Organization [4 doctoral credits] (Spring 2012)
- ED 743 Applied Research: Leading a Learning Organization Practicum [2 doctoral credits] (Spring 2012)
- EDP 801 Survey Research [2 PhD credits] (Spring 2012)
- ED 720 Learning Theory: Evolution and Influences [4 doctoral credits] (Fall 2011)
- ED 742 Research Seminar B [3 doctoral credits] (Fall 2011)
- EDP 800 Advanced Theory and Research Methods [2 PhD credits] (Fall 2011)
- ED 701 Seminar in Leading a Learning Organization [1 doctoral credit] (Summer 2011)
- ED 751 Leadership in Learning and Service Institute II [6 doctoral credits] (Summer 2011)
- EDP 848 Observational Research: International Practicum [Study Abroad in Italy] [2 PhD credits] (Summer 2011)
- ED 714 Moral Dimensions of Leadership [4 doctoral credits] (Spring 2011)
- ED 741 Applied Research: Leadership Practicum [2 doctoral credits] (Spring 2011)
- EDP 820 Program Evaluation [1 PhD credit] (Spring 2011)
- ED 710 Leadership Theory: Evolution and Influences [4 doctoral credits] (Fall 2010)
- ED 740 Research Seminar A [3 doctoral credits] (Fall 2010)
- ED 700 Doctoral Seminar [1 doctoral credit] (Summer 2010)
- ED 750 Leadership in Learning and Service Institute I [6 doctoral credits] (Summer 2010)

PROFESSIONAL MEETINGS ATTENDED: *(demonstrated commitment to lifelong learning; to enhance teaching)***AMERICAN COLLEGE OF HEALTHCARE EXECUTIVES (ACHE Face-to-Face Education Credits):**

- Financial Implications: The Push from Inpatient to Outpatient Care (October 22, 2014)
- Leading for Success: Creating a Committed Workforce [12 CEUs] (September 29-30, 2014)
- Making Sense of Performance Transformation Methodologies [1.5 CEUs] (July 21, 2014)
- Managing Medical Staff Relations [1.5 CEUs] (March 31, 2014)
- 2014 Congress on Healthcare Leadership [12 CEUs] (March 24-27, 2014)
- The Future of Healthcare Financing [1.5 CEUs] (September 19, 2013)
- Accountability for Care We Provide [1.5 CEUs] (July 26, 2013)
- ACHE 2013 Congress on Healthcare Leadership [Congress Express] [12 CEUs] (March 13-14, 2013)
- Healthcare in Wisconsin: Leading Through Change: Best Practices in Adapting to Local Regulations, Markets 2 [1.5 CEUs] (September 12, 2012)
- Developing High Performance Teams [1.5 CEUs] (April 12, 2012)
- Risk Issues We Face in Our Daily Roles [1.5 CEUs] (March 30, 2012)
- Incorporating Population Health into Strategic Planning: Best Practices in Adapting to Local Regulations, Markets [1.5 CEUs] (June 17, 2011)
- ACHE 2011 Congress on Healthcare Leadership [Congress Express] [12 credits] (March 23-24, 2011)
- Physician Integration Approaches [1.5 CEUs] (September 17, 2010)
- Comprehensive Leadership for Senior-Level Executives [Workshop] [3 CEUs] (January 22, 2010)
- Healthcare Organization's Role in Formulating Public Policy [1.5 CEUs] (September 19, 2008)
- Achieving Physician/Hospital Partnerships [6 CEUs] [1-Day Workshop] (August 15, 2008)
- Reinventing Customer Service in Healthcare: Lessons Learned [1.5 CEUs] (June 20, 2008)
- ACHE 2008 Congress on Healthcare Leadership: Enhancing Your Ability to Think Strategically [Pre-Congress Workshop] [12 CEUs] (March 8-9, 2008)
- Sustaining a Financially Vibrant Healthcare Organization [1.5 CEUs] (September 21, 2007)
- Walking the Public Systems Minefield [1 CEU] (September 29, 2006)
- Developing High Performance Teams [1 CEU] (June 23, 2006)
- Increasing Value and Maximizing Revenue [2-day Workshop] [12 CEUs] (February 22-23, 2001)
- 2000 Congress on Healthcare Leadership [8.5 credits] (March 26-27, 2000)
- From Conflict to Consensus [Pre-Congress Workshop] [12 CEUs] (March 24-25, 2000)

ACHE CHAPTER MANAGEMENT

- ACHE Chapter Management Webinar: New Strategies for Engaging Members (October 15, 2014)
- ACHE Chapter Management Webinar: Take Over the Quad: Encourage Student Involvement (August 13, 2014)

ACHE-WISCONSIN CHAPTER SPONSORED QUALIFIED EDUCATION CREDITS:

- Post Election Analysis: What the Results Mean for Wisconsin Health Care [1.5 CEUs] (December 18, 2012)
- Affordable Care Act, Accountable Care Organizations and Physician-Hospital Integration [1 CEU] (December 10, 2012)
- Wisconsin Healthcare: The Post Election Environment [1 CEU] (December 9, 2010)
- LEAN Healthcare Practices [1.5 CEUs] (May 20, 2010)
- Care for the Uninsured and Underinsured (September 25, 2009)
- Healthcare Reform and Implications for Wisconsin Hospitals, Physicians and Patients [1 CEU] (December 11, 2009)
- Current Workforce Issues Facing Wisconsin Hospitals [1 CEU] (October 29, 2009)
- Wisconsin Legislative and Healthcare Policy Update [1 CEU] (December 12, 2008)
- Managed Care Trends in the Southeastern Wisconsin Marketplace [1 CEU] (October 9, 2008)
- Succession Planning: Examples From Local Hospitals [1 CEU] (April 24, 2008)
- Keeping Pace with IRS Demands for Non-Profit Hospitals [1 CEU] (November 15, 2007)
- Wisconsin's e-Health Initiative and the ED Linking Project (November 8, 2007)
- Executive Health [1 CEU] (June 14, 2007)
- State Healthcare Policy Update [1 CEU] (April 26, 2007)

ALVERNO COLLEGE:

- Educator Learning Management System Users Conference: From Beginners to Advanced Users (May 22, 2009)

AMERICAN HEALTH INFORMATION MANAGEMENT ASSOCIATION (AHIMA):

- Making Amendments in the EHR [Webinar] [2 CEUs] (February 22, 2014)
- ICD-10: Managing the Opportunities and Challenges [Webinar] [1 CEU] (September 11, 2013)
- ICD-10 Update [Webinar] (March 1, 2013)
- HITEL Privacy, Security, Enforcement, Breach and GINA – The Final Rule [Webinar] (February 9, 2013)
- ICD-10 CM/PCS Building Blocks for a Successful Implementation [Webinar] [1 CEU] (January 9, 2013)
- ICD-10-CM/PCS Implementation & Resources [WebEx] [1 CEU] (September 27, 2012)
- NPRM for Meaningful Use Stage 2 [Webinar] [1 CEU] (March 20, 2012)
- ICD-10-CM and ICD-10-PCS: Prepare for Tomorrow, Today [Webinar] [2 CEUs] (January 6, 2012)
- Making Corrections in the EHR [Webinar] [1 CEU] (January 4, 2012)
- Pocket Guide of ICD-10-CM and ICD-10-PCS [Webinar] [1 CEU] (November 30, 2011)
- AHIMA: Live from the I-10 Trail [Webinar] (October 3, 2011)
- Successfully Implementing ICD-10 [Webinar] [1 CEU] (August 12, 2011)
- ICD-10 Implementation: What's Next? [Webinar] [1.5 CEUs] (June 22, 2011)
- Proposed Regulations for Accounting of Disclosures [Webinar] [1 CEU] (June 7, 2011)
- The Legal Health Record: EHR Copy and Paste Guidelines [Webinar] [2 CEUs] (December 21, 2010)
- Preparing to Implement ICD-10-CM/PCS [Webinar] [2 CEUs] (August 27, 2010)

ASSOCIATION OF LEADERSHIP EDUCATORS (ALE):

- 2010 Annual Conference [in conjunction with Cardinal Stritch University Summer Institute] (June 21-24, 2010)

ASSOCIATION OF UNIVERSITY PROGRAMS IN HEALTH ADMINISTRATION:

- AUPHA 2014 Annual Meeting (June 17-21, 2014)
- AUPHA 2014 Leaders Conference (March 25, 2014)
- AUPHA 2013 Undergraduate Workshop for Program Directors and Faculty (October 25-27, 2013)
- AUPHA Program Director 101: New Program Director Orientation (October 2, 2013)
- AUPHA Member Benefits Seminar for Program Directors and Faculty (September 24, 2013)

BRYANT & STRATTON COLLEGE LEADERSHIP TEAM CONSULTING GROUP:

- StrengthsQuest: StrengthsFinder (January 25, 2008)
- The DiSC Model: Styles of Human Behavior (June 16, 2006)

CARDINAL STRITCH UNIVERSITY LEADERSHIP CENTER:

- “Reverse Innovation” Leadership Workshop with Vijay Govindarajan (VG) (June 11, 2012)
- A Night With Peter Senge: The Necessary Revolution – Infusing Our Schools With Systems Thinking to Improve Problem Solving, Real Learning, and Academic Performance (May 31, 2012)
- “Innovation at the Verge” Leadership Workshop with Joel Barker (May 15, 2012)
- Building Powerful Teams (April 20, 2010)
- Presentations that Engage, Inform, and Inspire (April 8, 2010)
- Conflict Management (March 25, 2010)
- Servant Leadership (January 29, 2010)

CARDINAL STRITCH UNIVERSITY:

- Leaders With A Conscience Alumni Speaker Series: Brian King, Global Brand Officer, Marriott International (September 22, 2014)
- Leaders With A Conscience Alumni Speaker Series: Omar Shaikh, Co-Owner & President, SURG Restaurant Group (Sept 18, 2013)
- Leaders With a Purpose: Gandhi and Servant Leadership in India (June 19, 2013)
- Leaders With A Conscience Alumni Speaker Series: Eve Hall, President/CEO, Milw African Amer Chamber of Commerce (May 9, 2013)
- Leaders With A Conscience Alumni Speaker Series: William O’Toole, President/CEO, Catholic Financial Life (April 22, 2013)
- Lessons Learned from a Career Devoted to Campus-Community Partnerships: Armand Carriere, NERCHE Visiting Fellow (April 16, 2013)
- Leaders With A Conscience Alumni Speaker Series: Tina Koehn, President/CEO, United Migrant Opportunity Services (March 11, 2013)
- Faculty/Staff Institute Day: Collaborative Institute - Higher Learning Commission Activities (May 21, 2012)
- Career Development Roundtables [Digital Communication Etiquette; Job Search and Interviewing Etiquette; Networking Etiquette] (November 5, 2011)
- Faculty Training Session: ANGEL Basics - Learning Management System (January 26, 2011)

- Summer Institute [Leadership, Experience-Based Brain and Biological Development; Association of Leadership Educators Research Presentations; Mindful Leadership; Leadership Principles from Starbucks with Howard Behar; Laughing and Learning; Reinforcing Positive and Transforming Toxic Cultures; Three Cups of Tea: A Mother's Perspective from Jerene Mortenson; International Leadership; International Panel of Leaders; Shaping Leadership for Innovation; International Panel of Business and Non-Profit Leaders; Development and Implementation of a Dynamic School Improvement Process; Transformation of a Teacher Preparation Program; Local Panel of Business Experts; Dissertation Formatting; Web Resources; Documentary Analysis; Library Research and Database Searches; American Psychological Association (APA) Writing Style; Organizing Dissertations; Writing Research Narrative; NVIVO Qualitative Research Methods; Art of Presentations; Innovation Research Methods for Starting Charter Schools; Leadership at the Presidential Level; Practical Exercises for Using Humor in the Workplace; Completing a Dissertation; Community Building Through Foundation Support; Building a Community of Leaders; Emerging Leadership Development in AOTA] (June 21-30, 2010)
- Women In Higher Education: Dissertation Focus Group Participant (November 6, 2009)
- Career Development Workshop [Non-Profit Leadership; Electronic Networking; Job Search Strategies] (October 3, 2009)
- Preventing Sexual Harassment [Training] (July 31, 2009)
- Effective Response to Student Writing: Modes, Methods, and Media (June 6, 2009)
- Using Humor in Life and Learning (November 1, 2008)
- International Symposium: Women Weaving the Web of Social Justice (October 10, 2008)
- Alumni Reunion Speaker Events [Business Etiquette; Personal Branding] (June 29, 2007)
- Online Resource Tools (November 11, 2006)
- Student Success Workshop (November 11, 2005)
- Faculty Institute Day: Reflection Circles (January 14, 2005)
- Conference Series: Reflection, Rejuvenation, Career Readiness (May 22, 2004)
- Service Learning Seminar and Workshop Retreat (April 17, 2004)

CENGAGE LEARNING:

- The Next Generation of Test Preparation (October 1, 2009)
- SMARTHINKING Overview: College Writing Support for Students [Webinar] (April 21, 2009)

CENTERS FOR MEDICARE AND MEDICAID SERVICES (CMS):

- ICD-10 Basics [1 CEU, AHIMA] (August 22, 2013)
- Preparing for ICD-10 Implementation (January 12, 2011)

CONCORDIA UNIVERSITY WISCONSIN:

- National Faculty Development Conference (June 29-30, 2011)
- Preventing Sexual Harassment [Interactive Webinar] (September 15, 2010)

DELMAR LEARNING:

- Medical Assisting Exam Review E-Course: Preparation for National CMA (AAMA) Exam (October 29-November 26, 2009)

EDUCATION WEEK:

- Changing Mindsets, Motivating Students [Webinar] (March 19, 2012)

HEALTHCARE FINANCIAL MANAGEMENT ASSOCIATION (HFMA):

- *TBD - Women in Healthcare: Lead #LikeAGirl [Registered to attend, November 14, 2014]*
- The Value of Lean Six Sigma in Health Care (October 14, 2014)
- HFMA 2014 Annual Conference: Healthcare Reform (May 22-23, 2014)
- Physician Practices: Performance, Integration and Engagement in the Reform Era (April 10, 2014)

HEALTHSTREAM:

- ICD-10: Breaking the Code [Webinar] (January 5, 2013)

INSTITUTE FOR HEALTHCARE IMPROVEMENT (IHI):

- Better Radiation Imaging Practices [Webinar] (June 17, 2010)

INSTITUTE FOR PROFESSIONAL DEVELOPMENT:

- Facilitating Learning Teams (August 31, 2010)
- Education Technology for the Classroom and Online Courses (March 22, 2010)
- Advanced Instructional Design [online course] (July 20, 2009 through August 2, 2009)
- The Benefits of Using the Adult Learning Model (June 24, 2009)
- Principles of Instructional Design course (April 21, 2009)

McGRAW-HILL PUBLISHING:

- Media Development Symposium (September 17-19, 2009)

MEDICAL COLLEGE OF WISCONSIN (MCW):

- 18th Annual Emergency Medicine Research Forum (April 22, 2010)

MCW CENTER FOR BIOETHICS & MEDICAL HUMANITIES:

- Research Ethics Conference: New Challenges in Human Subjects Research Protections (June 14, 2011)

MCW CLINICAL AND TRANSLATIONAL SCIENCE INSTITUTE (CTSI):

- Personalized Genomic Medicine (May 3, 2011)
- The Reality of Personalized Medicine (April 5, 2011)

MEGACONFERENCE:

- Mega Healthcare Conference [Healthcare Excellence Through Collaboration: ACOs; Servant Leadership] (January 31, 2014)
- Mega Healthcare Conference [HIPAA Privacy & Security Rules Update; Four Evolutions of Excellence] (January 22, 2010)

PEARSON EDUCATION:

- ICD-10-CM for Instructors [WebEx] [1 CEU, AHIMA] (September 13, 2013)

SOUTHEASTERN WISCONSIN ASSOCIATION OF HEALTH CARE RECRUITERS (SEWHCR):

- SEWHCR Diversity Panel and Roundtable Discussion - Regional Meeting (February 13, 2014)

SPIRITUALITY IN PRACTICE:

- Practicing Spirituality with Parker Palmer [e-Course & Teleconference with Parker Palmer] (September 4-October 13, 2012)

UNIVERSITY OF WISCONSIN-PARKSIDE CENTER FOR COMMUNITY PARTNERSHIPS:

- 2013 Mentoring Conference: Unlocking Youth Potential Through Mentoring [The Future of Mentoring; Program Evaluation; Youth Mentoring Panel] (January 18, 2013)
- Mindful Leadership Workshop: Critical 21st Century Leadership Skill (May 23, 2012)
- 2012 Mentoring Conference [Keynote: Quality Counts; Program Evaluation Tools of the Trade; Beyond Logic Models: Making the Connection Between Outcomes Measurement and Funding Opportunities] (January 20, 2012)
- 2011 Mentoring Conference [Connecting Education to Careers; Preparing Youth for Multicultural Environments; Helping Young People Find Their Spark] (January 21, 2011)

UWM ALUMNI COLLEGE:

- Alumni College 2005 [Interviewing Skills] (October 15, 2005)
- Alumni College 2004 [How to Develop a Successful Business Plan; Resume Building] (October 16, 2004)

UWM CENTER FOR INSTRUCTIONAL & PROFESSIONAL DEVELOPMENT:

- The Process for Testing and Evaluation for Learning – Part II (June 21, 2006)
- Designing Courses and Syllabi with Coherence – Part II (June 16, 2006)

UWM CENTER FOR URBAN INITIATIVES & RESEARCH (CUIR):

- Urban Initiatives Conference–Beyond Accountability: Measuring Nonprofit Performance to Improve Practice (June 1, 2011)

UWM CENTER ON AGE & COMMUNITY:

- Workshop and National Think Tank: Using the Arts and Humanities in Community Health (March 18, 2011)

UWM CULTURES & COMMUNITIES:

- Public Scholarship Workshop and Conversation (March 11, 2011)

UWM COLLEGE OF HEALTH SCIENCES:

- Active Shooter Training, UWM College of Health Sciences Faculty/Staff Meeting (October 3, 2014)
- Interprofessional Education Workshop with College of Health Sciences Students (September 26, 2014)
- Health Coaching – International Expert/Academic Presentation (September 5, 2014)
- Interprofessional Education, International Speaker at Annual Faculty/Staff Kick-Off Meeting (August 22, 2014)
- Spring 2014 College of Health Sciences Research Symposium (May 2, 2014)
- Pit-Crews Not Cowboys: Interprofessional Education in Health Care (April 8, 2014) [*Table facilitator for CHS Student Workshop*]
- 2014 Leadership Healthcare Forum (March 12, 2014)
- Winter Research Symposium Keynote: Neural Plasticity and Neurorehabilitation (December 3, 2010)

UWM COMMUNITY-ENGAGED SCHOLARS NETWORK:

- Summer Institute: Community-Engaged Scholars Network (June 5, 2013)
- Sharing Best Practices in Community-Engaged Scholarship (March 27, 2013)

WISCONSIN ACADEMIC ADVISING ASSOCIATION (WACADA):

- WACADA Spring Regional Workshop [Internship Programs; Effective Academic Advising Strategies] (January 17, 2014)
- WACADA Statewide Annual Conference and Pre-Conference [To Peer Advise or to Peer Mentor; Mixing Free and Paid Technologies to Enhance Online Student Services; Straight Talk: Delivering Difficult Messages to Students; A Model for Launching Student Success Programs] (September 26-27, 2013)

WISCONSIN HEALTH INFORMATION MANAGEMENT ASSOCIATION (WHIMA):

- Statewide Leadership Conference: Leadership Lessons for Turbulent Times [6 CEUs] (June 30, 2010)

WISCONSIN HOSPITAL ASSOCIATION (WHA):

- WHA Leadership Summit [ACHE Face to Face Credit + 1 additional CEU: Making Excellence Stick] (September 19, 2013)
- WHA Annual Conference [2 CEUs, ACHE: Leadership Lessons from Around the World; Rebooting Healthcare] (September 17, 2010)
- WHA Annual Conference: Healthcare Leadership [ACHE CEUs] (September 19, 2008)

WISCONSIN WOMEN IN HIGHER EDUCATION LEADERSHIP (WWHEL):

- 2011 WWHEL State Conference: Leadership 360° (October 20-21, 2011)
- 2011 WWHEL Spring Workshop: Creating a Culture for Innovative Leadership (April 8, 2011)
- UWM WWHEL Chapter Speaker Event: Influencing for Impact – Enlightened Power/How Women are Transforming the Practice of Leadership (December 8, 2010)
- UWM WWHEL Chapter Networking Event (December 3, 2010)
- 2010 WWHEL Wisconsin State Conference and the Minnesota ACE Network: No Borders, No Boundaries: Women Leaders in a Changing Higher Education Landscape [How We Think; Leadership in a Changing University Environment; Emotional Intelligence: The Art of Conversation; Think and Manage Your Bucket List; The Changing Landscape in Higher Education in Saudi Arabia; University Leadership Panel] (November 4-5, 2010)
- Stritch WWHEL Chapter Speaker Event: The Art of Active Listening (October 29, 2010)
- UWM WWHEL Chapter Speaker Event: Affirming Perspectives on Women's Leadership (October 12, 2010)
- 2010 WWHEL Regional Workshop: Dealing with Change in Turbulent Times (April 16, 2010)
- Stritch WWHEL Chapter Workshop and Book Discussion: Strengths-Based Leadership (January 27-March 24, 2010)
- Stritch WWHEL Chapter Speaker Panel: Women in Leadership (January 8, 2010)
- Stritch WWHEL Chapter Speaker Event: Franciscan Values and the Art of Peacemaking (November 13, 2009)
- 2009 WWHEL State Conference: Women as Transformational Leaders (October 22-23, 2009)
- Stritch WWHEL Chapter Speaker Event: Dash Your Life With Meaning (October 9, 2009)
- UWM WWHEL Chapter Speaker Event: The Social Construction of Overweight and Obesity (October 6, 2009)
- 2009 WWHEL Spring Workshop: Paths of Leadership (March 25, 2009)

OTHER PROFESSIONAL DEVELOPMENT RELATED TO TEACHING COURSE CONTENT:**AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS:**

- Human Relations Unit II: Communications in the Medical Office [e-Learning] [2 CEUs] (March 17, 2012)
- Triple-Negative Breast Cancer [e-Learning] [1 CEU] (March 17, 2012)
- Arthritis and Its Many Forms [e-Learning] [1 CEU] (March 17, 2012)
- Green Ideas II [e-Learning] [1 CEU] (January 21, 2012)
- Treatment and Types of Sore Throats [e-Learning] [1 CEU] (October 21, 2010)
- 2010 Annual Conference [14 CEUs] [Global Health Care; Medical Error Prevention; Policy Manuals; Human Resources and the Law; Grade Inflation] (September 24-27, 2010)
- Earth Day: Green Ideas [e-Learning] [1 CEU] (April 22, 2010)
- 2009 Annual Conference [26 CEUs] [Medical Ethics; Communicating Difficult Diagnoses to Patients; Bipolar Disorder; Identity Theft; MRSA: Antimicrobial Resistance; Medicare Guidelines; Domestic Violence; Urinalysis; Clinical Ethics: Indications for Intervention; Practice Managers Roundtable; Creativity; Bariatric Procedures; Teach Soft Skills in the Technology Age; Patient Wellness and Exercise; Advances in Radiologic Technology] (September 11-14, 2009)

- 2008 Annual Conference [25 CEUs] [STDs; Patient Satisfaction: Excellent Customer Service; Gender-Based Personality Traits; Personality Types and Effective Interactions in the Workplace; Work Culture; Designing and Evaluating Instruction; From the Classroom to the Office; The Hospitalist; Transitioning From Student to Employee; Improve Practice Efficiency Through Practice Communications; Avian Influenza; CDC Speaker Session: Immunization Update; Electronic Medical Records] (October 17-21, 2008)
- 2007 Annual Conference [23 CEUs] [Successful Externship; Effective Classroom Humor; Learning Preferences; Preparing for the Electronic Medical Office; The Patient's Medical Record; How Executive Coaching Shifts Health Care Culture for Collaboration; Medicare Update; Excellence in Customer Service; Hands-On Practice in Administrative Competencies; Credentialing the Physician; The Importance of Communication Skills] (September 7-11, 2007)
- 2006 Annual Conference [32 CEUs] [Real World Critical Skills; Communication Skills; Edutainment with Films; Competency-Based Education; Leadership Training: Becoming a Change Agent; Restoring Compassion and Customer Service; Medicolegal Issues in Health Care; Health Care for the Uninsured; The Effective Educator; Becoming an Author; Rising Health Care Costs and the Effective Manager; Clinical Trials; The Role of the Medical Examiner; Cutting Edge Stem Cell Research] (September 8-12, 2006)
- 2005 Annual Conference [22 CEUs] [Human Resources; Nurturing Professionalism; Immunization Training and Updates from CDC; Multimedia Ancillaries; Workplace Violence on College Campuses; Correlation Between Administration and Clinical Functions; Aging Population and Elder Abuse; Preventing Harassment/Discrimination] (September 9-12, 2005)

WISCONSIN SOCIETY OF MEDICAL ASSISTANTS:

- Fall 2012 Professional Development & Advancement Seminar [6 CEUs] [Sleep Disorders; Minimally Invasive Vascular Surgery; Surgery for Migraine Relief; Autoimmune Diseases; Disaster Preparedness; Dietician Health Counseling] (October 27, 2012)
- 2012 Annual State Conference* (*host and conference committee chair) [10 CEUs] [Creating Collaborative Work in a Peer-Based Knowledge Sharing Environment; Cancer and Nutritional Interventions; Management of Inflammatory Bowel Disease; Complementary Therapies in Women's Health; Women's Health and Heart Disease; Legal Implications of Your Response During a Government Health Care Investigation; The Debate About Stem Cells: Ethical Implications; Organ Transplant Protocols; Endometriosis: New Research Implications; Prevention and Treatment of Frailty] (April 26-27, 2012)
- Fall 2010 Professional Development & Advancement Seminar [6 CEUs] [Medigap, Senior Supplements; Sleep Disorders; Advances in Joint Surgery and Makoplasty; Aquilion One 4 Dimensional CT Scanner Technology; Advance Directives: 5 Wishes Program] (October 23, 2010)
- 2010 Annual State Conference [7.5 CEUs] [Teamwork and Communication in Healthcare; Elderly and Disabled Housing Options; Skin Cancer: Modern Epidemic; Evolving Medical Concepts of Psoriasis; Thyroid Disease; Opioid Analgesics for the Treatment of Non-Malignant Pain] (April 23-24, 2010)
- Spring 2010 Professional Development & Advancement Seminar [5 CEUs] [Women's Health and Cardiac Care; Therapeutic Massage; Vnus Closure Procedure; Gastroesophageal Reflux Disease] (February 27, 2010)
- Fall 2009 Professional Development & Advancement Seminar [5 CEUs] [Chart Auditing; Athletic Injuries and Concussion Testing; Bariatric Surgery and Colonoscopy; Understanding Savant Syndrome] (November 7, 2009)
- 2007 Annual State Conference [8 CEUs] [Health Care Power of Attorney Documentation; Lyme Disease; Acupuncture; Obesity in Children; Massage and Wellness; Female Contraception; Health and Drinking; Healthy Living] (April 13, 2007)
- 2009 Annual State Conference [8 CEUs] [Integrative Medicine; Advance Directives; Complementary Medicine; Hypnosis Therapy; Medical Advances in Dermatology; Assessing HIV Positive Patients in the Primary and Specialty Care Setting; Positive Aging] (April 24-25, 2009)
- Spring 2008 Professional Development & Advancement Seminar [8 CEUs] [Release of Medical Information; Violence in the Workplace; Advances in Hip and Knee Replacement Surgery; Skin Cancer Detection, Treatment, Prevention; Food Allergies; Environmental Asthma Triggers in the Home; Therapy and Service Dogs; Laughter is the Best Medicine] (April 26, 2008)

GREATER MILWAUKEE MEDICAL ASSISTANTS:

- Depression in the Medically Ill [1 CEU] (November 18, 2010)
- Loss, Grief and Bereavement [1 CEU] (October 21, 2010)
- Acupuncture and Complementary Medicine [1 CEU] (September 16, 2010)
- Liver Disease [1 CEU] (May 20, 2010)
- Obstructive Sleep Apnea [1 CEU] (April 15, 2010)
- Childhood Obesity [1 CEU] (March 18, 2010)
- Crohn Disease [1 CEU] (February 18, 2010)
- Influenza Testing [1 CEU] (October 15, 2009)
- Alzheimer Disease [1 CEU] (April 16, 2009)
- Medicare Physical/Coding Perspective [1 CEU] (March 19, 2009)

- Employee Health in the Clinic [1 CEU] (February 26, 2009)
- Epilepsy [1 CEU] (November 20, 2008)
- GI Procedures [1 CEU] (October 16, 2008)
- Diabetes in Control [1 CEU] (September 18, 2008)
- Insurance Fraud [1 CEU] (May 15, 2008)
- Genetic Counseling: Hereditary Cancer [1 CEU] (April 17, 2008)
- Domestic Violence and Intimate Partner Abuse [1 CEU] (September 20, 2007)
- Allergies [1 CEU] (May 17, 2007)
- Cervical Cancer in Women [1 CEU] (April 19, 2007)
- Biopsychosocial Approach to Irritable Bowel Syndrome [1 CEU] (November 16, 2006)

WAUKESHA CHAPTER OF MEDICAL ASSISTANTS:

- Skills Practice - Moving Patients with Mobility Challenges [1 CEU] (September 22, 2007)
- The Role of the Registered Dietician in the Clinic Setting [1 CEU] (September 22, 2007)

SUSAN W. YORIO
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CERTIFICATION

Certificate of Clinical Competence in Speech and Language Pathology
granted by the American Speech-Language-Hearing Association

Wisconsin State License in Speech and Language Pathology
granted by the Department of Regulation and Licensing

EDUCATION

University of Nebraska at Omaha, Omaha, Nebraska (1975)
Master of Science in Speech and Language Pathology
Graduate Assistantship, Graduate Traineeship
Graduated with Highest Honors

Colorado State University, Fort Collins, Colorado (1973)
Bachelor of Science in Speech and Language Pathology and Audiology
Graduated with High Honors

PROFESSIONAL EXPERIENCE

- University of Wisconsin-Milwaukee Department of Communication Sciences and Disorders (CSD), Milwaukee, Wisconsin
- 2014 – Present**
2007 - 2014
- Clinical Associate Professor
Clinical Assistant Professor
- ComSDis 720. Teach discussion sections, supervise, and co-treat, with graduate and undergraduate students, speech and language clients in the areas of articulation/phonology, language, fluency, voice, and diagnostics
 - Co-teach ComSDis 721 graduate course: The Clinical Process
 - Advisor for National Student Speech, Language and Hearing Association (NSSLHA), Milwaukee Chapter
 - Chairperson for CSD Climate Committee
 - Member of New Graduate Student Orientation Committee
- 1995 - 2007**
- Mequon-Thiensville School District Mequon, Wisconsin
Speech and Language Pathologist Oriole Lane Elementary School
- Diagnosed and implemented therapeutic services, students ages three years through fifth grade, with developmental disabilities and academic delays
 - Supervised and mentored speech and language graduate student interns
 - Initiated and chaired Special Education Committee
 - Created and chaired Community Service Committee
 - Liaison and member of Autism Support Team
 - Liaison and member of Student Review Committee
 - Integrated curriculum based lessons with therapeutic treatment
 - Taught regular education classroom lessons in early literacy skills, phonemic awareness, hearing and voice
- 1993 - 1995**
- Port Washington - Sauville School District Port Washington, Wisconsin
Speech and Language Diagnostician
- Diagnosed, referred and provided recommendations for students preschool through high school
 - Collaborated as a multidisciplinary team member to establish educational programs for students
 - Counseled parents to establish child's needs based on assessments and special education criteria

Susan W. Yorio
Page 2

1979 - 1993

Donated Professional Services Corning, New York; Richardson, Texas;
Mequon, Wisconsin

- Volunteered diagnostic and remedial services in collaboration with classroom teachers and agencies- Public schools, private preschools, church education programs

1977 - 1979

Elmira Psychiatric Center Elmira, New York
Coordinator of preschool educational program

- Collaborated with an interdisciplinary team to coordinate educational and therapeutic services to students
- Initiated speech and language services for preschool through high school
- Counseled families and created home programs for students

1976 - 1977

Corning-Painted Post School District Head Start Program Corning, New York
Coordinator for all students diagnosed with special needs

- Established medical and special education support systems for each student
- Implemented speech, language and hearing services for three school-based Head Start Centers
- Integrated goals from school with families via home visits and counseling

**1976
(Jan. - Nov.)**

Millard Public School District Millard, Nebraska
Speech and Language Pathologist

- Diagnosed and implemented therapeutic services for a caseload of eighty elementary students

Boys Town Elementary School Boys Town, Nebraska
Speech and Language Pathologist

- Evaluated and diagnosed boys kindergarten through high school
- Initiated services for clients with voice disorders and vocal abuse, hearing impairments, language delays, and learning disabilities

Educational Service Unit No. 2 Fremont, Nebraska
Speech and Language Pathologist

- Diagnosed and implemented therapeutic services for a caseload of fifty elementary and secondary students

AWARDS AND HONORS:

2012 University of Wisconsin-Milwaukee: Byoung Kim Teaching Excellence Award

2001 Mequon-Thiensville School District: Outstanding Educator

2000 Wisconsin Council of Administrators of Student Services: Outstanding Special Educator

PROFESSIONAL MEMBERSHIPS:

American Speech-Language-Hearing Association

American Speech-Language-Hearing Association: Special Interest Group 04; Fluency and Fluency Disorders

Wisconsin Speech-Language Pathology and Audiology Professional Association

**UWM
CHS
Department: HIA
Department Meeting
Date: 4/11/14
Time: 11:15am
Place: NWQB 6593**

MINUTES

Attendees: Tim Patrick, Min Wu, Hanh Trinh, Rohit Kate, Kathleen Olewinski, Ron Cisler, Priya Nambisan, Jasmine Harris

Excused: Rashmi Prasad

Absent: Jake Luo

Call to Order at 11:24am

Agenda:

- a. Approval of Agenda
 - a. Ron moves
 - b. Rohit seconds
 - c. All in favor
- b. Voting Rights for Kathleen Olewinski
 - a. Tim moves
 - b. Priya seconds
 - c. All in favor
- c. Approval of Minutes
 - a. Minutes Amended by Rohit
 - b. Ron moves
 - c. Rohit seconds
 - d. All in favor
- d. Department Budget and Spending
- e. Announcements/Other

Notes:

1. Announcements/Other
 - a. Dean Enwemeka Leaving
 - i. Dean Enwemeka may be unavailable starting May 17th
 - ii. Phyllis King, Paula Rhyner, and Scott Strath have been suggested as nominations for interim Dean.
 - iii. Tim suggests writing a letter to the provost with a list of nominations and explanations and sending it on Monday.
 - b. BHIRI
 - i. BHIRI is not doing well right now and may be collapsing.

- ii. Tim met with Susan McRoy, and Phyllis King regarding what is needed to help BHIRI.
 - iii. Tim suggests that he and Susan be co-interim directors of BHIRI and take what they discuss to the provost.
 - c. Tim's Recruitment
 - i. Tim states that he was being recruited for a new position as Dean at Towson University in Maryland but he has decided to stay at UWM because he feels he has a lot of commitments still here. He would have had to be in Maryland by July 1st and would have had to live alone for a year had he decided to continue to pursue the position.
 - ii. Tim believes that HIA can be built into a national force and he would like to keep his commitment to that.
 - iii. Ron suggests really looking at retention of our people and not just at a department level but also at a college level.
- 2. Department Budget and Spending
 - a. The Distance Education account can be used to purchase the equipment (laptops, printers, etc.)
 - i. Ron says that his account can be used as well if need be.
 - b. Fund 150 Budget
 - i. CGSA money needs to be awarded.
 - ii. Current amount on budget report does not include \$9,000 for next year.
 - iii. Ron asks if money can go to a doctoral student trying to run her research.
Tim says yes.
 - c. IDC Return Account
 - i. Ron wants to know how this account is being used.
 - ii. Tim says that it can be used for editing and technical writers as well as external reviews of grants and papers.
 - iii. Min suggests that we calculate the amount of hours students can work and how much they can be paid hourly and then divide the help equally between the faculty.
- 3. Meeting Adjourned 12:15pm

University of Wisconsin-Milwaukee
College of Health Sciences
Department of Health Informatics and Administration
Executive Committee Meeting
Date: 5/16/14
Time: 10:15am
Location: NWQB 6593

MINUTES

Attendees: Ron Cisler, Min Wu, Tim Patrick

Call to Order: 10:42 A.M.

Agenda:

- a. Approval of Agenda
 - a. Ron Moves
 - b. Min Seconds
 - c. All in favor
- b. Approval of Minutes
 - a. Minutes Amended by Ron Cisler
 - b. Ron Moves
 - c. Tim Seconds
 - d. All in favor
- c. Approve requests for tenure or promotion to full professor
- d. 5 year tenure reviews
- e. Announcements/Other
- f. Adjourn

Notes:

1. Tenure and Full Professor Requests
 - a. Tim wants to go up for full professor and will waive rights to reading external letters
 - b. People should be contacted to help review Tim
 - c. Min will not go up for full professor at this time
2. 5 Year Tenure Review
 - a. Tim, Min, and Hanh are due for the five year review.
 - b. Since Tim is going up for full professor his information will be already covered
 - c. Documents will be in the same format as the annual reviews, last five annual reviews are need as well as a CV and a letter about teaching, research, and service(an example letter will be sent out)
 - d. Everyone should start doing a portfolio for the five year review
 - e. Timeline: Try to get materials together in fall and over winter break so that they can be reviewed in the spring. Documentation should be submitted in February.
 - f. Updates on who will be going up for tenure need to be obtained

**University of Wisconsin-Milwaukee
College of Health Sciences
Department of Communication Sciences and Disorders
Departmental Meeting
Minutes
September 12, 2014**

Present: K. Fernstrom, M. Gelfer, J. Heilmann, D. Hennes, S. Heuer, S. Lund, C. Seery, S. Sieff, K. Wangerin, S. Yorio

Excused: T. Chirillo, P. Rhyner, S. Ryan, H. Zingler

1. Call to Order:

The meeting was called to order at 1:34 p.m.

2. Approval of Agenda and Minutes:

The electronically distributed minutes of August 21, 2014 and the agenda for the September 12, 2014 department meeting were approved by consensus.

3. Announcements:

- a) Handouts for the **Travel** Expense Report (TER) training and Travel Funding Request forms were distributed prior to the meeting and were discussed.
- b) **Absence Reporting** was reviewed. This needs to be done both via paper hard copy and computer entry on the absence reporting page of My UW-System.
- c) **Monthly Leave Reporting** was reviewed. If any leave was taken, no entry is needed. If there were no absences, the entry should be made from the first of the month for both start and end dates (e.g., Oct.1-Oct.1). If the 1st was a holiday, then the next date is to be used (ex.: use September 2-September 2).
- d) An informal poll was taken on who was planning to attend **ASHA Convention** this Fall to coordinate plans and consider staffing a recruitment booth.
- e) C. Seery announced that **Interim Dean Rhyner** would like to visit department meetings to provide 15-minute Q&A sessions. It was agreed to invite her to the next CSD department meeting scheduled for October 10, 2014.
- f) **Valuable UWM Trainings** on Title IX (discrimination & harassment) and Active Shooter Response are available. The group expressed interest to hold these trainings at the CSD Dept. Spring Semester (January) Kick-Off (C. Seery to arrange).

4. Unfinished Business-

- a) The motion passed to approve the proposed **CSD B.S. program change** modifying eligibility requirements for the CSD major (moved by M. Gelfer; seconded by S. Sieff; unanimous by voice vote). The form will be forwarded to CHS Course & Curriculum committee for further review and revisions/approvals.
- b) The motion passed to adopt the updated **Essentials Functions** document (moved by J. Heilmann; seconded by S. Sieff; unanimous voice vote). The UWM legal department will be asked to review this document to ensure the wording and content are sound.

- c) Another **Inter-Professional Education (IPE)** event is scheduled for September 26, 2014. It was agreed that attendance at the introductory-level Fall IPE event should be mandatory only for the first-year graduate students. Attendance at the advanced Spring IPE event should be mandatory for the second-year graduate students unless it conflicts with an externship placement.

5. New Business:

- a) The group discussed whether to keep or return the **Smart Board** that arrived without the intended wheeled stand feature. The group decided to return this board and order the larger board that will come with the wheels. K. Fernstrom will contact the vendor to learn their policies and procedures for returning this product and ordering the new one.
- b) J. Heilmann volunteered to serve on the **CHS E-Learning Advisory** committee.
- c) **A motion was passed unanimously (moved by M. Gelfer; seconded by S. Sieff) to recommend S. Yorio for College of Health Sciences voting privileges. The recommendation will be forwarded for action at the next college faculty meeting.**
- d) Nominations were requested for the **CHS Dean Search and Screen** committee. S. Lund (& later J. Heilmann, too) agreed to have their names forwarded.
- e) Two potential dates for the **January CSD Kick Off** meeting were discussed (Jan. 20 or 22). C. Seery was charged to poll absent department members for the best date. (determined later to be **Thursday, January 22, 2015**).
- f) J. Heilmann led discussion about the possibility of planning activities or finding other ways to reach out and foster **CSD Student Alumni** Relations. It was proposed that we find existing Fall 2014 events (e.g., CHS Research Symposium) that we can invite them to attend. The general topic warrants further consideration and discussion.

6. Chairperson and Academic Program Reports:

- a) C. Seery provided results of recent surveys: the 3-year Alumni survey, 3-year Employer survey, and the New Graduate Student Orientation Survey. Given low numbers of employer responses, the suggestion was made to ask C. Croegaert, ad hoc clinical supervisor, who also supervises SLP personnel for a major medical provider, for ideas about how to increase employer responses. These survey results need further consideration to guide possible changes in educational program delivery.
- b) M. Gelfer provided an update on the status of new first-year graduate students on ASHA general education requirements. She is contacting the 4 students (& advisors) about options for meeting the physical sciences requirement. She announced that the CSDCAS website has been updated and will open to accept applications for the Fall 2015 graduate program admissions cycle on September 17, 2014.
- c) S. Lund reported CSD undergraduate enrollments have increased this term.

7. Committee Reports

a) Climate Committee – S. Yorio

- The Climate Committee met today (9-12-14). Monthly birthdays will be posted on the bulletin board and notices sent by Email. The committee is making plans to recognize the December M.S. program graduates (3): Lindsay Mohr, Vinaya Kulkarni, and Melissa Pinke.

- The CSD Faculty-Staff Holiday Breakfast is scheduled for Fri. December 12, 2014 at the Original Pancake House at 8:30 a.m.
- To foster personal connections within the department, the new idea was proposed to create a “Department Spotlight” feature on the bulletin board to highlight each faculty or staff member for a period. C. Seery, department chair, was asked to be the first “spotlighted” faculty member.

b) NSSLHA – S. Yorio

- The new NSSLHA officers have met. The Meet and Greet event went well. There will be a bake sale and then a walk (both to benefit ALS) in October. They again are preparing to achieve the Gold Standing award from National NSSLHA. A Fall Social is being planned with the Linden Grove clinics with a Pumpkin theme.

c) Research Committee - C. Seery

- Did not meet yet. No report

d) Recruitment and Retention Committee – J. Heilmann / M. Gelfer

- Did not meet yet. No report.

8. Clinical Program Reports

a) Audiology Clinic – No report. C. Seery said they plan to attend the October meeting.

b) Speech Language Clinic (S. Sieff) – Client sessions begin next week. An ASHA Webinar on the topic of Kids in High Risk Situations is being planned for Nov. 7 so faculty/staff can earn their Ethics CEUs for state licensure requirements.

c) Educational Externships (Hennes) - All Fall placements are set. Planning has begun for Spring placements.

d) Medical Externships (Wangerin) – There are 10 students at Medical Placements this Fall. Planning has begun for Spring placements. A special **kudos** goes out to **Kathryn Morgan** for her excellent follow-up with the graduate students toward their new health requirements.

9. The meeting was **adjourned** by unanimous voice vote at 3:28 p.m. (moved by M. Gelfer; seconded by S. Sieff).

Distributed by K. Fernstrom with draft collaboration by K. Fernstrom & C. Seery

cc: Paula Rhyner, CHS, Interim Dean
Thomas Birk, CHS, Associate Dean for Academic and Student Affairs,
Jeri-Anne Lyons, CHS Interim Associate Dean for Graduate Studies and Research,
Sue Cashin, CHS Assistant Dean for Student Affairs,
Sue Stalewski, CHS Assistant Dean for Strategic Academic Initiatives and Planning,
ComSDIS Faculty and Staff: T. Chirillo, K. Fernstrom, M. Gelfer, J. Heilmann, D. Hennes, S. Heuer, S. Lund, P. Rhyner,
S. Ryan, C. Seery, S. Sieff, K. Wangerin, S. Yorio, H. Zingler.

Department files.

CHS:kif