

CURRICULUM VITAE
 JOANNA DAVIS
 Assistant Professor of Business
 Accounting and Business Department
 Clarke University, Dubuque IA

OFFICE	HOME
Clarke University 1550 Clarke Drive Rm 317 Catherine Byrne Hall Dubuque, IA 52001 Office: 563-588-6519 Email: Joanna.davis@clarke.edu	41 Hawthorne Road Rock Island, IL 61201 Phone: (563) 676-7641

EDUCATION	
Doctor of Business Administration (DBA) <i>St. Ambrose University, Davenport, IA</i> <u>Dissertation</u> : "Social networking sites: An exploration of the usage, benefits, and drawbacks"	2014
Master of Business Administration (MBA) <i>St. Ambrose University, Davenport, IA</i>	2009
Bachelor of Arts <i>Purdue University, West Lafayette, IN</i> Areas of Concentration: Psychology and Fine Arts	2001

CERTIFICATIONS	
Certified Professional in Human Resources (PHR) <i>HRCI Certification Institute</i>	2016
eCollege Online Teaching Certification <i>Pearson eCollege eTeaching Institute</i>	2011
Excellence in College Teaching Courses <i>QCPDN</i>	2011

ACADEMIC APPOINTMENTS	
Assistant Professor of Business Administration , Clarke University	Aug. 2013-Present
Adjunct Instructor of Management Studies , St. Ambrose University	Jan. 2012-2013
Adjunct Business Instructor , Carl Sandburg College	2012
Adjunct Business Instructor , EICC Community Colleges	2010-2013

PUBLICATIONS

Davis, J., Forret, M., & Sullivan, S. (2016). An exploratory study of the usage, drawbacks, and career benefits of social networking sites. *Academy of Management Annual Meeting Proceedings*, 1.

Davis, J. (2014). *Social Networking Sites: An exploration of usage, benefits, and drawbacks* (Doctoral dissertation). Retrieve from ProQuest Dissertations and Theses database. (TX-8-078-142)

CONFERENCE PAPERS

Davis, J., Forret, M., & Sullivan, S. (2016). An exploration study of the usage, drawbacks, and career benefits of social networking sites. *Academy Of Management Annual Meeting Proceedings*, 1. doi:10.5465/AMBPP.2016.13294abstrac

WORKING MANUSCRIPTS

Davis, J., Forret, M., & Sullivan, S. Determinants and consequences of professional use of social social networking sites: A careers perspective. Scholarly publication outlet to be determined

Davis, J. A study of professional social networking use during times of unemployment. A response to an individual's career identity crisis. Outlet to be determined.

Davis, J. The influence of different types of layoffs on survivor engagement. Outlet to be determined

AWARDS

2012 Outstanding Reviewer
Midwest Academy of Management

2012

COURSES TAUGHT

Organizational Behavior	Effective Business Writing
Human Resources	Business Communication
Leveraging Human Capital (MBA/MOL)	Cornerstone
Organizational Science (MBA/MOL)	Foundations of Management
Labor Relations	Principles of Supervision
Strategy (Undergraduate Capstone)	Principles of Retail
Leadership Research (MOL)	Principles of Advertising
Leadership (MOL Capstone)	Marketing Fundamentals
Assessing and Developing Leadership (MOL)	Travel Course
Leading in the 21 st Century (MOL)	

COLLEGIATE TEACHING EXPERIENCE

Clarke University, Dubuque, IA

Business and Accounting Department

Tenure Track Position

Assistant Professor- taught graduate and undergraduate courses in both traditional and hybrid class formats

Courses Taught: Organizational Behavior
Human Resources
Labor Relations/Negotiation
Business Communication
Cornerstone (research writing for freshman)
Assessing and Developing Leadership (MOL)
Topics of Human Resources (MBA)
Situational Leadership (MOL)
Leadership Research (MOL)
Organizational Science (MBA/MOL)
Strategy (Undergraduate Capstone)
Leadership Action Research (MOL Capstone)

Aug. 2013 – Present

International Travel Program: Australia and New Zealand (co-lead)
Italy (lead)

St. Ambrose University, Davenport, IA

Managerial Studies Department

Adjunct Business Instructor- "Foundations of Management" and "Human Relations Management"

Jan. 2012 – 2013

Carl Sandburg College, Galesburg, IL

Adjunct Business Instructor- "Advertising Fundamentals" and "Marketing Fundamentals"

2012

Scott Community College, Davenport, IA

Adjunct Business Instructor – "Principles in Retail" and "Principles of Advertising"

2010-2013

Muscatine Community College, Muscatine, IA

Adjunct Business Instructor – "Effective business Writing" and "Principles of Supervision"

2010-2013

RELATED PROFESSIONAL EXPERIENCE

Midland Davis Corporation, Moline, IL

Accounting Specialist

2006 – 2010

- Responsible for all Accounts Payable functions for the company
- Closed the A/R every month and reconcile the bank rec.
- Train new employees in all Accounts Receivable and Payable functions
- Managed Accounts Receivable Clerks
- Entered general journal entries to various accounts
- Researched and solved all customer inquiries
- Followed all accounting guidelines set by the company and GAAP

Delwest, Denver, CO

Marketing Administrator

2003 – 2006

- Organized, planned, and implemented special events for prospective buyers and employees
- Used graphic design programs to design collateral materials for sales offices, ads for newspapers, direct mail advertisements, and signage/billboards
- Orchestrated media buys, ad design and submittals, print design, and management
- Introduced marketing plans for sales communities; including, but not limited to, renderings, all marketing materials and installation, and design of sales trailer
- Created and submitted state compliance marketing plans
- Responsible for the archival of all printed materials
- Reduced and successfully managed marketing budget

EXECUTIVE BOARD SERVICE

TRIHRA Executive Board

President (3-year term)

2016-2018

- Conduct the business of the chapter in accordance with the chapter bylaws and serve as chairperson of the chapter's board of directors.
- Preside over the activities of all officers and chairs, as well as standing committees, to ensure the accomplishment of chapter goals, objectives, and strategies.
- Monitor the use, accounting, and handling of the chapter funds.
- Chair all meetings of chapter board and membership.
- Participate in/Lead the development and implementation of short-term and long-term strategic planning for the chapter.
- Represent the chapter in the human resources community.
- Attend a minimum of 75% of all state council meetings/conference calls and actively participate in state council matters. Provide information to state council as an elected representative of the chapter. Appoint proxy to attend state council meetings when unable to attend.
- Maintain communication with the State Council Director and the SHRM Regional Team.
- Communicate state, regional and/or SHRM's goals, policies, and programs to chapter members. Represent the state council to local chapter leaders and the membership.

TRIHRA Executive Board

Secretary

2015

- Attended, participated and recorded board meetings.
 - Maintained accurate membership records.
 - Created and submitted SHRM membership audit
 - Responded to potential members, answer questions, and provide information. Follow through to complete the membership process.
 - Distributed all meeting announcements, newsletters, and other information to the membership.
 - Participated in the development and implementation of short-term and long-term strategic planning for the chapter.
-

COLLEGE AND DEPARTMENT SERVICE

Vice Chair AIB Committee (2017-)
Endowment and Investment Board of Trustees Subcommittee—Faculty Representative (2017-2018)
Distinguished Graduate Program Committee (2017)
Search Committee: Marketing Professor (2016-2017)
AIB Committee (2016-)
General Education Advisory Committee (2015-2017)
Faculty Senate Secretary (2015-2017)
Interviewer for VIEW weekend (2014-2015)
Judge for VIEW scholarship presentations (2015)
Adviser: Business Timesaver students (2015-)
Adviser: Business First Year and Transfer students (2015-)
Search Committee: Sport Management Professor (2014)
Adviser: Internships (2016-)
HR Internship Developer and advisor (2015-)
TRIHRA Junior Social Media Chair Position Creator (2015)
Board Liaison to TRIHRA Junior Social Media Chair (2015-)

PROFESSIONAL AFFILIATIONS

Academy of Management (AOM)
Society of Human Resources Management (SHRM)
Tri-State Human Resource Association (TRIHRA)
Midwest Academy of Management (MAM)
Iowa SHRM State Council Member

SPECIALIZED SKILLS

Adobe Photoshop, Illustrator, Quark, Indesign, and PageMaker

Microsoft Office

DOS and Windows Shared Logic Accounting Systems

eCollege, Blackboard, and Moodle
