

Kimberly G. Riley, DBA, MBA, CPA, CFE
Applied Business/Applied Management
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Academic Preparation

- February 2016. Doctor of Business Administration Concentration -Accounting (D.B.A) Walden University, Minneapolis, MN. GPA 4.0.
Doctoral Study: Strategies for Transitioning a Workforce From Baby-Boomer to Millennial Majorities.
- August 2013. 18 semester hours of graduate level accounting including 9 hours at the doctoral level - Morehead State University and Walden University.
- April 2012. 18 semester hours of graduate level management including doctoral level courses - Morehead State University and Walden University.
- December 2002. Masters of Business Administration. Morehead State University, Morehead, Kentucky. GPA 3.83.
Capstone: Business Simulation focusing on Research & Development, Marketing, Production, Human Resource/Labor Negotiations, Finance, and TQM Initiative.
- June 1997. 24 semester hours of undergraduate level accounting: Morehead State University and Ohio University.
- June 1995. Bachelor of Business Administration Concentration - Management. Ohio University, Athens, Ohio.
Summa Cum Laude, GPA 3.5.

Professional Certifications

- Certified Public Accountant. State of Ohio, License Number 04-02-37770: August 1999- Present.
- Certified Fraud Examiner: Under the Association of Certified Fraud Examiners: January 2011-Present.

Professional Experience

- 2011-Present. Ohio University System Coordinator for the Bachelors of Science in Applied Management includes 5 regional campuses: Eastern, Zanesville, Lancaster, Southern, and Chillicothe. Responsibilities: Responsible for planning, scheduling, directing, and developing BSAM program.
- 2011-2012 Ohio University Southern: Advisor for Bachelors of Technical and Applied Studies
Responsibilities: Recruiting and advising students, marketing the programs to the general public, coordinating program instructors, and class schedules. In addition, participate in University service-related activities.
- 2010-Present. Ohio University Southern: Coordinator of Bachelors of Science in Applied Management and Director of Business Studies includes: Business Management Technology, and Office Technology. Teaching Responsibilities: Day and Evening, Distance Learning and Online Courses (Blackboard). Additional Responsibilities: Recruiting and advising students, marketing the programs to the general public, coordinating program instructors and class schedules. Participate in modifying courses for distance learning. Participate in University service-related activities.
- 2005-2010. Ohio University Southern: Director of Business Technologies: Associate in Applied Business including Business Management, and Office Technology. Teaching Responsibilities: Day and Evening, Distance Learning and Online Courses (Blackboard). In addition, advise the College of Business students (Bachelors of Business Administration) under the direction of the Associate Dean of the College of Business.). Additional Responsibilities: Recruiting and advising students, marketing the programs to the general public, coordinating program instructors and class schedules. Participate in modifying courses for distance learning. Participate in University service-related activities.
- 2003-2010. Lansbridge University, New Brunswick Canada, Masters of Business Administration and Executive Masters of Business Administration: Online Adjunct Instructor, Accounting and Finance courses.

- 2003-2007. American Intercontinental University: Facilitate online Business and Accounting courses. Additional Responsibilities: Serve as a tutor for the accounting courses and evaluate student grade appeals.
- 2003-2006. Regis University, Denver, Colorado. Master of Business Administration: Facilitate online Accounting courses.
- 2009-Present. Professional facilitator. Community Advisory Panel (CAP) for local industries including Americas Styrenics, Dow Chemical, Dynegy, and Rumpke. Responsibilities include: schedule and lead monthly panel meetings, provide meeting minutes and communication, host annual public forum, coordinate and act as co-facilitator for bi-annual meetings with other local industry advisory panels.
- 1999-Present. Owner of Kimberly G. Riley Certified Public Accounting firm: Provide a variety of tax, accounting, and financial Services. 1999-2005 total number of clients ranged from 60-70: 2006-2007 total number of clients ranged from 30-40. 2007-Present provided limited services on a volunteer basis during tax season.
- 1998-2005. Ohio University Southern Campus, Ironton, Ohio. Adjunct Faculty, Accounting Technology and Office Technology degree programs. In addition, provided volunteer assistance in new student orientations and student recruiting efforts.
- 1991-1998. AlliedSignal Inc., Carbon Material and Technologies, Ironton, Ohio. Responsibilities included different areas in the accounting/finance department. Responsible for various accounting activities, including payroll, accounts payable, operation, and production inventory. Payroll responsibilities included processing of time cards using Electronic Data Processing system. Payroll functions consisted of the preparation and analysis of reports for the three locations of Carbon Materials and Technologies Ironton, Ohio, Fairfield, Alabama, and Detroit, Michigan. Accounts Payable responsibilities included controlling the daily disbursements and implementing effective file maintenance while adhering to the audit requirements and internal controls for the three locations of Carbon Materials. Other Accounts Payable functions consisted of the processing and managing of all records on a daily basis and the processing of month-end closing. Also, responsible for issuing and tracking check usage.

Operations and Production Inventory responsibilities included compiling the daily physical inventory, tracking and paying of raw material inventory, compiling cost reports and inventory reconciliation reports, collaborating with operations management on a timely basis aimed at driving productivity improvements.

Teaching Awards and Recognition

- 2016. Ohio University Southern: Outstanding Research Award, April 29, 2016.
- 2016. Walden University: Nomination for Dissertation of the Year, 2016.
- 2013. Ohio Magazine: Excellence in Education State of Ohio, December 2012.
- 2008. Ohio University Southern: Outstanding Service Award, June 13, 2008.
- 2006. Nomination for Online Educator of the Year 2006: American Intercontinental University
- 2005. American Intercontinental University: Service Award
- 2004. American Intercontinental University: Service Award

Teaching Experience

ACCT 101	Financial Accounting
ATCH 103-104-105	Financial Accounting Procedures
ATCH 203	Tax and Governmental Reporting Procedures
ATCH 204	Electronic Data Processing Accounting Procedures
ATCH 225	Federal Income Tax Procedures
ATCH 233	Accounting Information Systems
ATCH 241	Auditing Procedures
OTEC 130	Business Communications I
OTEC 230	Business Communications II
OTEC 225	Communication Processing I
OTEC 268	Information Systems Design
OTEC 171	Administrative Procedures
OTEC 172	Administrative Procedures II
BUSL 105	Business Essentials
BUSN 125	Applied Business Mathematics
BMT 140	Concepts of Marketing
BMT 110	Introduction to Management
BMT 115	Quality Improvement
BMT 150	Elements of Supervision
BMT 250	Practical Personnel Procedures
BMT 288	Computer Applications in Management

BMT 275	Managerial Planning
BMT 289	Business Projects
ACCT 101	Southern Campus microwave class lab assistant
MBA ACC 5101	Financial and Managerial Accounting
MBA ACC 6101	Financial and Managerial Accounting
MBA ACC 6010	Financial Accounting Procedures
MBA A602	Interpreting Accounting Information
MBA A604	Financial Governance/Planning
MBA A619	Forensic Accounting
MBA P520	Essentials of Business Development
MBA F602	Financial Decision Making
MSA A609	Case Studies in Management Accounting
AC3320A	Principles of Accounting I
AB298	Capstone in Accounting
ACC 240	Financial Accounting
ACC 301	Principles of Accounting I
ACC 302	Principles of Accounting II
ACC 230	Principles of Accounting I
ACC410	Intermediate Accounting I
ACC 311	Intermediate Financial Accounting I
ACC 312	Intermediate Financial Accounting II
ADM 495	Seminar in Business
ACC 423	Auditing
ACC 371	Federal Income Tax I
ACC 372	Federal Income Tax II
ADM 474	Managerial Finance
ACC 53101	MBA Financial Accounting
CIS 115	Computer Information System
SAM 1000	Entrepreneurial Accounting
SAM 4700	Managing Strategically in the Future
SAM 3250J	Business Communication
SAM 4900	Human Resource Management

Workshops and Seminars

QuickBooks	Accounting Information Systems
PeachTree	Accounting Information Systems
Drake/Tax	Electronic Tax Program
Microsoft Word	Introductory and Advanced

Course Testing: International

2003 – 2010: Lansbridge University, New Brunswick Canada, Masters of Business Administration and Executive Masters of Business Administration Online: Testing international students at Stamford College of Malaysia: United States: Generally Accepted Accounting Principles.

Course Development

November 2009 - 2010: University of Rio Grande: Developed online Masters of Business Administration: Financial accounting course: ACC 53101

Program Development

July 2011 - Present. Development of Ohio University Regional Campus: Bachelors of Science in Applied Management: Degree Deliverable: Online, Blended, and Traditional: Degree development included working with Ohio Board of Regions and Ohio University College of Business. *Development of Ten Courses for the Major:* Science in Applied Management: SAM 1000 Entrepreneurial Accounting, SAM 3000 (Managing Systems and Projects), SAM 3020 (Consumer Marketing), SAM 3010 (Managing Processes), SAM 3050 (Management Supervision), SAM 3100 (Financial Management), SAM 4700 (Strategic Management Capstone), SAM 3250J (Strategic Managerial Communication), SAM 3910 (Internship) and SAM 4900 (Special Topics).

July 2009: Ohio University Regional Campuses Committee: Assisting in the Conversion of Office Technology and Business Management Technology from quarters to semesters.

University and Community Service

Campus Service

Committees

Campus Committees:

- 2015–Present. Dean’s Advisory Council.
- 2010–2012. Regional Campus Marketing Committee.
- 2009-2013. Ohio University Southern: Budget Council.
- 2009. Member of the Grade Appeal Committee: Charles Jarrett, Chair.
- 2008–Present. Curriculum Committee: Southern Campus. Kristy Barns, Committee Chair.
- 2006 - 2007. Ohio University Southern: Marketing Committee.
- 2006-2009. Vision Ohio Committee: Recognize and Celebrate Faculty and Staff
- 2006-2009. Vision Ohio Committee: Develop Strategies for Identifying, Communicating, and Marketing all Activities of University Programs.
- 2005-2009. Ohio University Southern: Vision Ohio: Develop and Provide Online Courses to meet the Anytime/Anywhere needs of students and programs.

Search Committees:

- 2010. Member of Search Committee, office position for Nursing Department: Mashawna Hamilton, Chair.
- 2009. Member of the Search Committee for the position of Technology Director/Assistant Professor: Nicole Pennington Chair.
- 2008. Director for Enrollment & Student Services Search Committee: Charles Jarrett, Chair.
- 2008. Group 1 English Search Committee: Ella, McCown, Chair.
- 2007. Data Control Technician Search Committee: John Miller, Chair.
- 2006. Group I Economics Search Committee: Pradeep Mohanty, Chair

Faculty Advisor

- 2012-Present. New student orientations: Ohio University Southern, advise prospective students, Applied Management degree.
- 2012-Present. Advise Applied Management students at Ohio University Southern each semester until degree completion.
- 2012-Present. Advise Regional Campus students (as needed basis/issues occur) as the system coordinator of Bachelors of Science in Applied management.
- 2005-Present. Advise Applied Business students at Ohio University Southern: 3 degrees: Accounting Technology, Business Management Technology, and Office Technology each semester until degree completion.
- 2005-Present. New student orientations at Ohio University Southern, advise prospective students Applied Business degrees: Accounting Technology, Business Management Technology, and Office Technology.

Other Campus Events

- 2010 Presented awards as Scholarship Recognition Ceremony.
- 2006-2015. Presented awards at Outstanding Student Recognition Ceremonies.
- 2006-2016. Attended Graduate Recognition Ceremonies.
- 2006-2015. Attended a majority of fall faculty retreats.

Campus and Community Life

- 2010-Present. Faculty Advisor: Tri-State Campus Christian Outreach: Weekly meetings and Bible Devotions with students.
- 2009-Present. Professional facilitator: Community Advisory Panel (CAP) for local industry including America Styrenics, Dow Chemical, Dynegy, and Rumpke: Schedule and lead monthly panel meetings, provide meeting minutes and communication, coordinate and act as a co-facilitator for bi-annual meetings with other local industry advisory panels. (Compensated)
- 2009. Rio Grande University advisory committee for online Masters of Business Administration program.
- 2007-2012. Advisory Committee member of Collins Career Center.

- 2006-2007. Lawrence County Chamber of Commerce LEAD project participant; assist in the development and instruction of the “Build Your Business” seminar for local high school students.
- 2005-Present. Sole proprietor, Accounting Firm. Provide free tax services to individuals in the community.
- 2004-2010. Volunteer complete monthly accounting services to Landmark Bible College located in Ironton, Ohio.
- 2004 -2010. Volunteer complete monthly accounting services to Sugar Creek Baptist Church located in Ironton, Ohio.
- 2004-2010. Volunteer complete accounting services to Sugar Creek Christian Academy located in Ironton, Ohio.
- 2004-2010. Volunteer quarterly accounting services to Grace Gospel Church located in Huntington, West Virginia.
- 2004-2010. Volunteer quarterly accounting services to Grace Christian School located in Huntington, West Virginia.

Professional Service

Memberships in Professional Organization

- 2006 -2011. American Accounting Association
- 1999 -2011. Ohio Society of Certified Public Accountants
- 1999 - 2011. American Institute of Certified Public Accountants

Professional Development Activities

- 2015. Ethics and Professional Conduct course for Ohio CPAs: Online Course. (October, 2015)
- 2013-2014. Walden University: Doctoral Business Administration courses: Qualitative and Case Research Business Analysis, Quantitative Decision Making Business Analysis, International Aspects of Managerial Accounting, Accounting Based Performance Evaluation, and Seminar in Managerial Accounting.
- 2013. MaxKnowledge (online): Center for Excellence in Education: Effective Teaching Strategies: 4 credit hours. (December, 2013).
- 2013. Walden University: Doctoral Business Administration Residency 2. National Harbor, Maryland. (December, 2013)
- 2013 -2015. Walden University: Doctoral Business Administration courses: Doctoral Study Completion Courses (7 dissertation courses). Dissertation: “Strategies for Transitioning Workforces from Baby-Boomer to Millennial Majorities”.
- 2012. Walden University. Doctoral Business Administration Residency 1. Arlington, Virginia. (December, 2012)

- 2012. Walden University: Doctoral Business Administration courses: Business Administration Studies, Applied Research Method: Qualitative and Quantitative, Business Strategy and Innovation, and
- 2012. MaxKnowledge (online): Center for Excellence in Education: Online Teaching Techniques: 4 credit hours. (September, 2012)
- 2012. MaxKnowledge (online): Center of Excellence in Education: A Student-Centered Approach: 4 credit hours. (December, 2012)
- 2011: Fraud and Auditing Conference: Orlando, Florida: June 13 – 18.
 - Current Economic Issues & The impact of CFOs and Controllers (June 13)
 - Critical Business Tax Issues in 2011 (June 14)
 - World’s Liveliest Accounting Updates (June 15)
 - The Growing Call for Transparency in Financial Accounting (June 16)
 - The IRS’s Current High-Priority Audit Strategies (June 17)
 - How to Protect against Audit Strategies (June 18)
- 2011: Ethics and Professional Conduct course for Ohio CPAs: Online Course. (October, 2011)
- 2011: Seminar: 35 hours of CPE - Certified Fraud Examiner – Focus areas include: Investigating, Law, Fraud Prevention, and Financial. (January, 2011)
- 2010. Seminar “Professionalism in the Online Teaching Environment” Speaker Dr. Deborah Brien, Faculty at Kaplan University. (February, 2010)
- 2009. AIU Online “Building Communities: Focus on Learning Outcomes”. (December, 2009).
- 2009. Ethics and Professional Conduct course for Ohio CPAs: Online Course. (October, 2009).
- 2009. AIU Online “The Future of AIU: Moving Forward Together” (March, 2009)
- 2007. AIU Online Faculty In-Service Training “Removing Barriers” (September, 2007)
- 2007. AIU Online Faculty In-Service Training “Best Instructional Practices across the Curriculum. (July, 2007)
- 2007. AIU Online Faculty In-Service Training “Student Outcomes: Changing Lives One Student at a Time” (April, 2007)
- 2007-2015. Attended Regional Higher Education Faculty retreats rotated between each Athens, Southern, and Zanesville.
 - I was not in attendance – when the rotation was at the Eastern campus.
- 2006. AIU Online Faculty In-Service Training “APA Classroom: Instruction & Integration.” (September, 2006)
- 2006. Ethics and Professional Conduct course for Ohio CPAs: Online Course. (July, 2006)
- 2006. AIU Online Faculty In-Service Training “Secrets of the E-Professor” (April, 2006)

- 2005. AIU Online Faculty In-Service Training. “Promoting Academic Honesty” (September, 2005)
- 2005. AIU Online Faculty In-Service Training. “Scenario-Based Approach to Assessment Techniques” (July, 2005)
- 2005. AIU Online Faculty In-Service Training. “Effective Communication in the Online Learning Environment (April, 2005)

Presentations and Publications

- 2016. Published: ProQuest (Dissertation): Strategies for Transitioning Workforces from Baby-Boomer to Millennial Majorities. (January 2016)
- 2007. Riley K, McCown E, Crawford M, and Suter T, “Like to Try Online Teaching? Here’s a Primer for Blackboard and Effective Learning.” Presented at the 15th Annual Teaching and Learning Conference, Ashland, Kentucky. (October 26, 2007)
- 2006. Riley K, Budgeting: A “Hands On” Approach. Presented at the Ohio University Southern Campus Fall 2006 Literacy Week outreach event. (November 7, 2006)
- 2006. Riley K, and Ella McCown, “Building Bridges to Link Business Students with Enhanced Opportunities for Future Business Success.” Presented at the 14th Annual Teaching and Learning Conference, Ashland, Kentucky. (October 27, 2006)