

DR. BRENDA JACOBSEN

ASSOCIATE PROFESSOR

CONTACT



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Pocatello, ID 83204



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[jacobren](https://www.pinterest.com/jacobren)

EDUCATION

University of Idaho, Ph.D. 2011

Idaho State University, M.Ed. 2000

Idaho State University, BA 1994

CERTIFICATIONS

Board Source Certificate of
Nonprofit Board Education, 2019

ICTE CTE Advanced Occupational
Specialist 2022

IC3 Digital Literacy and Authorized
Instructor Certification, 2018

ESB, Entrepreneurship and Small
Business, Certiport, 2018

Microsoft Master Instructor, 2013

HONORS

Post-secondary Career Technical
Teacher of the Year, Western
Business Education Association
February 2019

PROFESSIONAL PROFILE

As an online teacher I embrace innovation and have developed a mindset that allows me to experiment within courses quickly. Learning from the failures and success and addressing challenges while being flexible is important to me and benefits all students. Technology is not a replacement for human interaction but using it wisely can be a powerful differentiator and benefits the student experience. As a self-proclaimed "intrusive advisor", I strive to understand my current and future student population to better serve Career and Technical Education specifically Business Education and Family and Consumer Sciences.

TEACHING

April 2019 - Present

Associate Professor • Career Technical Educator • Teach graduate and undergraduate courses in Business Education, Family and Consumer Sciences and Career and Technical Education • Idaho State University

August 2014 – April 2019

Assistant Professor • Career Technical Educator • Teach graduate and undergraduate courses in Business Education, Family and Consumer Sciences and Career and Technical Education • Idaho State University

LEADERSHIP

July 2019 – July 2020

President-Elect State Association Advisory Council, National Business Professionals of America

August 2017 - Present

Idaho Career Technical Education • Leadership Institute University Liaison

November 2017 – April 2020

Project Leadership Idaho

SERVICE

MBA Research, Project Management Trainer 2019 – Present

Idaho State University Allied Graduate Faculty 2019 – Present

Northwest Nazarene University, Dissertation Committee 2019 – Present

ACTE National Conference Proposal Reviewer 2017 – Present

Idaho Business Education Association Conference Liaison 2017 – Present

Idaho State University Foundation Board of Directors 2015 – Present

Family, Career and Community Leaders of America, Advisor 2014 – Present

FCCLA Executive Council University Representative 2014 – Present

Idaho BPA University Board Representative 2008 – Present

Business Professionals of America, Advisor 2001 – Present

PROFESSIONAL ASSOCIATIONS

Idaho Business Education Association
Western Business Education Association
National Business Education Association
Business Professionals of America
National Association for Business Teacher Education
National Association of Supervisors of Business Education
Career Technical Educators of Idaho
Association for Career and Technical Education
Family Career and Community Leaders of America
Association for Family and Consumer Sciences
National Network of Embroidery Professionals
Online Learning Consortium

PROFESSIONAL PRESENTATIONS

April 2019 –

State FCCLA Leadership Conference, Say YES to FCS, Boise, ID.

April 2019 –

National Business Education Association, BeMe, Business Education & Marketing Education, Filling the Teacher Pipeline, Chicago, IL.

February 2019 –

Western Business Education Association, BeMe, Business Education & Marketing Education, Filling the Teacher Pipeline, Tucson, AZ.

December 2018 –

Association for Career & Technical Education, BeMe, Business Education & Marketing Education, Filling the Teacher Pipeline, San Antonio, TX.

December 2018 –

Association for Career & Technical Education, BeMe, Business Education & Marketing Education, Filling the Teacher Pipeline, San Antonio, TX.

October 2018 –

Montana Fall Leadership Conference, Keynote, BeMe, Business Education & Marketing Education, Filling the Teacher Pipeline, Butte, MT.

Curriculum Vitae

Brenda L. Jacobsen

Associate Professor
Idaho State University
College of Education
Organizational Learning & Performance
921 South 9th Avenue, STOP 8081
Pocatello, ID 83209-8081
jacobren@isu.edu
May 11, 2019

EDUCATION

University of Idaho, Moscow, Idaho 83402

Graduation: August 2011

Degree: Ph.D., College of Education

Teaching and Learning in Higher Education, Adult and Organizational Learning

Idaho State University, Pocatello, Idaho 83209

Graduation: May 2000

Degree: M.Ed. Human Resources Training and Development

Graduation: May 1994

Degree: B.A., Corporate Training
Organizational Development

Idaho State University Vocational Technical Education, Pocatello, Idaho 83209

Graduation: May 1981

Degree: Medical Clerk Receptionist Certificate

CERTIFICATIONS

Idaho Department of Education, Education Credential, Advanced Occupational Specialist Certification 6-12 in Advanced Business Education and Technology, Workplace Learning and Professional Technical Education, Boise, ID. Valid through 2023

Microsoft Master Instructor, Certiport / Microsoft, 2013

IC3 (Internet Core, Computing Concepts) Master Instructor, Certiport / Microsoft, 2013

PROFESSIONAL EXPERIENCE

2019 – Present Idaho State University, Pocatello, ID 83209

Associate Professor Clinical, College of Education, Organizational Learning & Performance, Career Technical Education, *Business Education and Family Consumer Sciences*

2014 – Present Idaho State University, Pocatello, ID 83209

Assistant Professor, College of Education, Organizational Learning & Performance, *Business Education and Family Consumer Sciences*

Advisor, Business Professionals of America

Advisor, Family, Career and Community Leaders of America

- Advise undergraduate teacher education candidates in Family Consumer Science
- Advise undergraduate teacher education candidates in Business Education
- Advising Career Technical Educators in Professional Development Plans
- Advise undergraduate and graduate students in practicums in training and student teaching.
- Curriculum development in Family Consumer Science
- Curriculum development in Business Education
- Curriculum development in Social Studies

Business Education Courses Taught:

- , Methods of Teaching Business Education, online BED 3332
- Independent Study for Business Education Alternative Certifiers, EDUC 4485, blended online and face-to-face
- Leadership in Career and Technical Student Organizations, BED 3341, 3342, 3343, blended online and face-to-face

Family Consumer Science Courses Taught:

- Programs in Family Consumer Science, online, FCS 3332,
- Family Resource Management, FCS 4431
- Professions in Family Consumer Science, FCS 1100

Occupational Leadership & Performance Courses Taught:

- Occupational Analysis and Course Construction, OLP 4402/5502
- Foundations in HRD, OLP 4401/5501
- Methods of Teaching, OLP 4403/5503
- Practicum in Training, OLP 4465, online
- Practicum: Student Teaching, OLP 4467, online

Career and Technical Education Courses Taught:

- Occupational Analysis and Course Construction, CTE 4402/5502
- Foundations in Professional Technical Education, CTE 4401/5501
- Methods of Teaching, CTE 4403/5503
- Career Guidance and Special Needs, CTE 4444/5544

Non-Credit Instruction, Professional Development Workshop, National Advisor Certification, EDUC 5598, blended online and face-to-face

2013 – 2014 Idaho State University, Pocatello, ID 83209

Assistant Professor, College of Education, Organizational Learning & Performance,

- Business Education Courses Taught:
 - Business Education 3332, Methods of Teaching Business Education,

- online
 - Independent Study for Business Education Alternative Certifiers, EDUC 4485, blended online and face-to-face
 - Leadership in Career and Technical Student Organizations, BED 4485, blended online and face-to-face
- Occupational Leadership & Performance Courses Taught:
 - Occupational Analysis and Course Construction, HRD 4402/5502
 - Practicum in Corporate Training, HRD 4465, online
 - Practicum: Student Teaching, HRD 4467, online
- Non-Credit Instruction, Professional Development Workshop, National Advisor Certification, EDUC 5598, blended online and face-to-face
- Advisor, Business Professionals of America
- Advising undergraduate teacher education candidates in Business Education
- Advising undergraduate and graduate students in practicums in corporate training and student teaching

1999 – 2013 Idaho State University, Pocatello, ID 83209

Associate Lecturer, College of Education, Educational Foundations

- Business Education Courses Taught:
 - Business Education 3332, Methods of Teaching Business Education, Online
 - Independent Study for Business Education Alternative Certifiers, EDUC 4485
 - Leadership in Career and Technical Student Organizations, BED 4485
 - Business Education 320, Clerical Procedures,
 - Business Education 102, Intermediate Typing (methods),
 - Business Education 100 College Keyboarding
- Teacher Education Core Curriculum Educational Foundations Courses Taught:
 - EDUC 3311 Instructional Technology
 - EDUC 3309 Instructional Planning Delivery and Assessment (TWS)
 - EDUC 2201 Developmental Characteristics and Effective Practices
- Teacher Education
 - EDUC 3336 Methods of Social Studies
- Advisor, Business Professionals of America

1999 – 2008 Idaho State University, Pocatello, ID 83209

Adjunct Instructor, Human Resources Training and Development,

- Courses Taught:
 - HRD 468/568 Cooperative Education and School-to-Work, Online
 - HRD 407-507, Technology in Human Resources
 - HRD 499-599 Advanced Technology in Human Resources

2004 – 2005 Idaho State University, Pocatello, ID 83209

**Idaho State Information Management System (ISIMS) Trainer,
Workforce Training Network (WTN)**

- Provide ISIMS training and support to school districts involved in the ISIMS project. As a WTN Trainer I provide professional development workshops and on-sight training and support throughout Region 5 and the State of Idaho as needed. The professional development activities cover a variety of roles within the school

district setting.

- Support the efforts of other ISIMS WTN Trainers, the ISIMS Technology Fellows, the ISIMS Professional Development Team, the ISIMS Implementation Team, the Foundation and the Idaho State Department of Education
- Develop good working relationships with school districts that were implementing the ISIMS solution (i.e. school administrators, office support staff and teachers)
- Maintain good working relationships with school districts as they prepare to migrate to alternative student management systems.
- Conducted statewide, Internet “SameTime” trainings on various ISIMS topics related to the student management system.

2001 – 2010 Certiport/Microsoft, American Fork, UT

Subject Matter Expert

- Collaborate with a global team to write, review and verify beta tests for the global certification offered in the Microsoft family of products.

2000 – 2002 Idaho State University, College of Technology, Pocatello, ID 83209

Solve Instructor

- Developed and delivered curriculum to participants of the SOLVE program. Administered and scored grant required testing, collaborated with Center for New directions in the delivery of classes taught at Idaho Job Service, which included Intro to Computers and Computer applications. Classes Taught on the Idaho State University campus under the direction of the Solve program:
 - OT140 Keyboard Skill Development
 - OT144 Document Processing
 - OT170 Intro to Computers.

2/2000 – 5/2000 Eastern Idaho Technical College, Idaho Falls, ID

Technology Competency Instructor

- Developed and delivered curriculum to K-12 teachers in the Idaho Falls area. Curriculum was focused on technology competencies in the workplace, as it pertained to the Idaho Basic Educational Technology Competency core requirements. Directed and advised students on course selections to benefit their field of interest.

1995 – 1999 Heinz Frozen Food Company, Pocatello, ID 83204

Human Resources Generalist / Training Coordinator:

- Planning and program development through identifying and assessing training needs within the company. Utilized developed occupational data to evaluate or improve methods and techniques for selecting, promoting, evaluating and training workers. Initiated training activities designed to prepare and improve current workforce skills and promoted the Heinz Frozen Food Company philosophy. Maintained accurate and updated knowledge of Federal and State laws applicable to wages, hours, working conditions, safety, etc. to ensure compliance with legal requirements. Identified and scheduled individuals for technical job-related skills training to improve individual work performance. Scheduled and instructed classes based on availability of classrooms and equipment. Organized, managed and trained on and off-site, 5 to 450 employees, training’s include developing course

content, coordination of meeting rooms, equipment, manuals, meals and instructors. Developed, promoted and administered proactive Human Relations programs in the organization to create a pleasant and productive work environment that fostered employee loyalty, support, and teamwork. Formulated and administered effective recruitment, employment and testing procedures designed to fulfill staffing needs; fulfill policy of long-range recruitment of special personnel; and established cooperative relations with area trade schools/colleges. Provided support in all Employee Relations programs

TEACHING~

Assistant Professor, College of Education, Organizational Learning & Performance,

Undergraduate / Graduate Courses Taught

BED 3332, Methods in Business Education
 BED 3341, Leadership in CTSOs I
 BED 3342, Leadership in CTSOs II
 BED 3343, Leadership in CTSOs III
 BED 4485, Independent Study in Business Education
 CFS 1100, Child and Family Studies Professions
 CFS 4431, Family Resource Management
 EDUC 2201, Human Development
 EDUC 3311, Instructional Technology
 EDUC 3336, Social Science Methods
 EDUC 3309, Instructional Planning, Delivery and Assessment
 HRD / OLP 4401/5501, Foundations of HRD
 HRD / OLP 4402/5502, Occupational Analysis Course Construct
 HRD / OLP 4403/5503, Methods of Training
 PTE 4401/5501, Foundations of Professional Technical Education
 PTE 4402/5502, Occupational Analysis Course Construct
 PTE 4403/5503, Methods of Teaching in PTE
 HRD 4465, Practicum in Corporate Training
 HRD / OLP 4467, Practicum Student Teaching
 OLP 5561, Directed Studies
 EDUC 5597, Professional Education Development Topics
 EDUC 5598P, Professional Development Workshop

HONORS~

- **Post-secondary Career Technical Teacher of the Year**, Western Business Education A Association, February 2019.
- **Idaho Korky Williams Legacy Award**, Business Professionals of America, March 2018.
- **President's Award**, Western Business Education Association, February 2018.
- Associated Students of Idaho State University **Advisor of the Year 2014**
- Career and Technical Educators of Idaho **Post-secondary Teacher of the Year**, June 2014
- Western Business Education Association, **Outstanding Career & Technical Student Organization Advisor**, February 2014
- Business Professionals of America, inducted into the **Hall of Fame**, Orlando, FL, May 2013

- ISU **Care Spot Award** Recipient, Idaho State University Human Resources, March 2013
- Idaho Business Education Association, *Outstanding Business Educator Award*, October 2011.
- Idaho Business Education Association, *Outstanding Career and Technical Student Organization Advisor Award*, October 2011.
- Recipient of the 2009 Business Professionals of America, “*National Merit Scholar Award*” National Leadership conference in Dallas, TX, June 2009
- Recipient of the 2007 Business Professionals of America, “**Outstanding Service Award**” National Leadership conference in New York City, NY, May 2007

ADVISING ACTIVITIES~

- December 2016 – May 2018 ATLAS Center College of Education, Family Consumer Science, University Supervisor.
- January 2017 – May 2017 ATLAS Center College of Education, Family Consumer Science, University Supervisor.
- September 2016 – December 2016 ATLAS Center College of Education, Family Consumer Science, 3309 University Supervisor.
- August 2014 – December 2014 Center College of Education, Business Education, University Supervisor.
- 2005 – Present: Undergraduate, Advisor to undergraduate students in Business Education Teacher Education program.
Average undergraduate advisees; 40
Advising by phone, video conference and in person, when possible.
- 2014 – Present: Undergraduate, Advisor to undergraduate students in Family Consumer Science Teacher Education program.
Average undergraduate advisees; 35
Advising by phone, video conference and in person, when possible.

SCHOLARSHIP~

Journal Article, Academic Journal

Ray, B. B., Powell, A., Jacobsen, B. L. (2015). Exploring Pre-service Teacher Perspectives of Video Games as Learning Tools. *Journal of Digital Learning in Teacher Education*, 31(1), 1-7. Published, All authors have co-author status, International, Publically Available, December 2013, May 2014, January (1st Quarter/Winter) 2015, 2014/2015, Peer-reviewed/Refereed

Journal Article, Academic Journal

Ray, B. B., Jacobsen, B. L. (Co-Principal), "simSchool Project," Sponsored by simSchool, External to Idaho State University, \$37,000.00. (September 2011 - December 2012).

Demonstration

Jacobsen, B. L., Idaho Business Education Association (IBEA), "Teacher Leaders: Concentration on Curriculum," Idaho Business Education Association (IBEA), Sun Valley, ID, Conference, State, Academic, Accepted. (October 31, 2014).

This project is designed to bring together teacher leaders in a face-to-face, collaborative, and

supportive effort to develop and create curriculum for secondary Business Education courses in Idaho. In a global society experts are demanding more rigorous curriculum in all coursework, however the limited resources of funding, collaboration and distance for rural teachers, along with rapidly changing technology, where technology is replacing technology, are barriers in developing teacher leaders (Gavitt, 2014).

Poster

Ray, B. B., Jacobsen, B. L., Hawaii International Conference on Education, "Reflecting on simSchool: Can an online simulation promote reflective teaching practices among preservice learners?," Conference, International, Academic, peer-reviewed/refereed, Accepted. (January 2013).

Invited/Service Presentation

Invited Presenter, "BeMe: Understanding and working to fill the Career Technical Education Teacher Pipeline", National Business Education Association, Chicago, IL, 2019.

Invited Presenter, "BeMe: Understanding and working to fill the Career Technical Education Teacher Pipeline", Western Business Education Association, Tucson, AZ, 2019.

Invited Presenter, "BeMe: Understanding and working to fill the Career Technical Education Teacher Pipeline", ACTE, Association of Career Technical Educators, San Antonio, TX, 2018.

Invited Presenter, "Teaching and Learning with the iPad®: discovering apps for the Business Education Classroom", National Leadership Conference, Business Professionals of America, Orlando, FL, 2013.

Invited Presenter, "From Microsoft® PowerPoint to Adobe® InDesign: Create your E-portfolio", Cengage / Course Technology Conference 2012, San Antonio, TX, March 2012.

Presenter, "PowerPoint on RedBull: Electronic Portfolios in the Classroom", Professional Technical Education Summer Conference, Idaho Division of Professional-Technical Education, College of Western Idaho, Boise, ID, June 2012.

Invited Presenter, "PowerPoint 2010 ~ Beyond the Ordinary", Cengage / Course Technology Conference 2011, Orlando, FL, March 2011.

Invited Presenter, "The efficacy of Nintendo Wii and Sony Play Station games in the classroom", Cengage / Course Technology Conference 2011, Orlando, FL, March 2011

Invited Presenter, "Social media for the classroom: Students creating vod-casts and podcasts for social awareness", Cengage / Course Technology Conference 2010, Tampa, FL, March 2010

Liaison

- ISU to State Department of Education for Alternative Certifiers in Professional Technical Education, Family Consumer Science and Business Education
- University Supervisor of Alternative Certifiers
- ISU College of Education Liaison to College of Technology for Business Education Curriculum

Professional Affiliations

- Business Professionals of America (BPA), 1998– Present
- National Network of Embroidery Professionals (NNEP), 2018 – Present
- Online Learning Consortium, 2015 - Present
- National Association of Supervisors of Business Education (NASBE), 2015 – Present
- National Association for Business Teacher Education (NABTE), 2015 – Present
- Association for Family and Consumer Sciences, (AAFCS) 2014 – Present
- Family, Career and Community Leaders of America, (FCCLA), 2014 – Present
- Idaho Business Education Association, (IBEA) 2002 – Present
- Western Business Education Association, (WBEA) 2002 – Present
- National Business Education Association, (NBEA), 2002 – Present
- Career and Technical Educators of Idaho, (CTEI), 2009 - Present
- Association for Career and Technical Education (ACTE), 2009 - Present
- Kappa Delta Pi, 2005 - 2008
- Idaho Lifelong Learning Association, 1999 – 2006

SERVICE

National

- Business Professionals of America, SAAC Chair-Elect 2019 – Present
- National Board of Trustees member, Business Professional of America, 3-year term 2015 – 2018
- Western Business Education Association, Treasurer, Executive Committee 2014 – 2016
- Test Author, Business Professional of America Workplace Skills and Assessment Program for Middle Level, 2011 – Present
- National Association of Business Teacher Educators. Editorial Committee. April 2015 - Present
- Professional Development offered during Business Professionals of America, National Leadership Conference, Boston, MA, May 2016
 - Hosted workshop on content
 - Advised participants during conference
- Coordinator of the Business Professionals of America National Leadership Intern Program, 2005 - Present
- Host Committee, Business Professionals of America National Leadership Conference, 2005 -Present, Orlando, New York City, Reno, Dallas, Anaheim, Washington, DC, Orlando, Indiana and Boston
- National Board of Trustees member, Business Professionals of America, 3 year term, 2008 - 2011
 - Executive Committee Member, Secretary 2009 - 2011
 - Chairman of the Personnel Committee 2009 - 2010

- Member of the Policies and Procedures Committee, 2008 - 2009
- Member of the Virtual Technology Committee, 2008 - 2011
- National CDW-G Higher Education Advisory Board, 2006 - 2008
- National *Search Committee* for Executive Director of BPA 2007
- National Board of Trustees member, Business Professionals of America, 3 year term, 2005/2008
 - Chairman of the Nomination Committee, 2006
 - Member of the Policies and Procedures Committee, 2005-2008
 - Member of the Long Range Planning Committee, 2005
 - Member of the Personnel Committee 2006 - 2008
 - Member of the Search Committee for CEO 2005

State

Academic

- 2016 Career and Technical Education New Teacher Orientation Workshop, Coordinator, September 30, 2016
- Idaho Career Technical Education, Leadership Institute 2015 – Present
- FCCLA, Family, Career and Community Leaders of America, Idaho State University Executive Council Representative 2014 - Present
- Idaho State University *Liaison* to the *State Department of Education* Professional Technical Division for Business Education Alternative Certifiers, 2006 - Present
- Idaho State University *Liaison* to Region 8 Business Education Teachers, Professional Technical Education, 2007 – Present
- Idaho Professional Standards Commission, State Review Team, Idaho State Department of Education, February – May, 2013
- Member of the Pre-Professional Standards Committee, Idaho Division of Professional-Technical Education, charges for Business Education. October 2011 – April 2012
- Idaho Business Professionals of America Corporate Board Member, 2008 – Present Curriculum Committee, State of Idaho Professional Technical Education, Business and Marketing Education, July 2007 – 2010
- Idaho Digital Learning Academy, Site Coordinator, 2003 – 2008
- Idaho Association of Business Professionals of America, Board Member 2005 – Present
- President, Idaho Business Education Association, 2013 – 2014
- President Elect, Idaho Business Education Association, 2012 – 2013
- Host Site, Idaho Business Education Association Conference, Pocatello, ID, 2009
- Planning Committee, Idaho Business Education Association Conference, Pocatello, ID, 2009
- Idaho Life Long Learning Association, Secretary, 2004 – 2005 / 2005 – 2006
- Idaho Business Education Association, Conference Planning Committee 2005
- Idaho Lifelong Learning Conference Chairperson, October 2001

Students

- Officer Coordinator, Business Professionals of America, Post-Secondary State of Idaho Officer Team 2005 -- 2016
- Officer Coordinator, DECA Collegiate Officer Team (Interim) 2012 – 2013

Local

Academic

- Idaho State University Foundation Board, Faculty Representative March 2015 – Present
- Teaching & Learning Plan TLP. As a team member to grade the TLP of Student Teaching Candidates focusing upon Domain 1 of Danielson's' Framework. September 2016 - May 2017.
- Business Professionals of America, Conference Program Organizer, Conference Coordinator for the 7th Annual Fall Leadership Conference. August – November 2016
- Idaho State University College of Education, Organizational Learning and Performance. Committee Chair Search Committee- Family Consumer Science. September - June 2017.
- Idaho State ISU College of Education, Promotion and Tenure Committee- Organizational Learning & Performance. September - October 2016
- ISU College of Education, Promotion and Tenure Committee- Teacher Education. September - October 2016
- Clinical Preparation Committee, College of Education, 2013 – 2014
- NCATE Accreditation Team, Idaho State University, College of Education, 2013 – 2014
- Advisory Council, Compass Academy, High School of Business, Idaho Falls, ID, 2012- 2014
- Vice Chair, Business Technology Program Advisory Committee, College of Technology, Pocatello, ID, 2012 – 2013
- Recruitment and Retention Committee, Idaho State University College of Education, 2011 – 2013
- Facilitator, Total Instructional Alignment, Collaboration Workshop, “Student Achievement in the 21st Century?” Idaho State University, April, 2011
- Advisory Council, Aberdeen High School Business Education Program, 2010 - 2013
- Core Assessment Committee, Representing EDUC 215, 2008 - 2012
- Core Assessment Committee, Representing EDUC 201, 2006 - 2008
- NCATE Accreditation Team 2005-2008
- Idaho State University, Faculty Professional Policies Council, 2005 - 2007
- Follett Bookstore Advisory Committee, 2004 – 2008
- Convocation Committee, College of Education, January 2004 – 2006

Students

- Advisor, Business Professionals of America, Idaho State University, 2001 – Present
- Judge, Region 8, Business Professionals of America Regional Competitive Events, 2003 – Present
- Host and Planning Committee Chair, Business Professionals of America, Region 8, Fall Leadership Conference, Pocatello, ID, 2009 – Present
- Host and Planning Committee Chair, Professional Technical Education, Joint Officer Leadership Training (JOLT), Idaho State University, Pocatello, ID, 2011 – Present
- Selection committee member for the Idaho State University, Outstanding Student Achievement Award, spring 2001
 - Planning Committee, Idaho Business Education Association Conference, Pocatello, ID, 2009
 - American Legion Baseball Pocatello Runnin' Rebels, Post 4
 - Chief Financial Officer, 2000-2002
 - Marketing Committee, 2002-2003

- Board Member, 2000-2004
- Fundraising Chair, 2000-2004
- Grant Writing Chair, 2002-2003
 - 2003, Secured grant for park improvements \$1600
 - 2002, Secured grant for park improvements \$4500
- Concession Stand Coordinator 2000-2004
- Board Member, American Society Training and Development, East Idaho Chapter 2000 - 2001
- Idaho Lifelong Learning Association/American Society Training Development Conference Coordinator, 2001

PROFESSIONAL DEVELOPMENT~

University

- KnowBe4, Mobile Device Security, 2018
- KnowBe4, Ransomware, 2018
- KnowBe4, Creating Strong Passwords 2018
- Title IX for Higher Education, January 2017.
- Harassment Prevention for Employees – Higher Education Edition, January 2017.
- FERPA for Higher Education, January 2017.

Industry Certifications

- IC3 Digital Literacy and **Authorized Instructor Certification**, Certiport, 2018
- ESB, **Entrepreneurship and Small Business**, Certiport, 2018
- Idaho Education Credential Professional Technical Certification, Advanced Occupational Specialist Certificate; endorsed General Office Secretarial, Work-Based Learning Coordinator and Microcomputer Applications, Valid thru 2018
- Microsoft **Master Certification**, 2010, August 2011
- Microsoft **Certification**, 2010 Outlook, August 2011
- Microsoft **Certification**, 2010 PowerPoint Expert, September 2010
- Microsoft **Certification**, 2010 Word Expert, June 2010
- Microsoft **Certification**, 2010 Excel Expert, June 2010
- Microsoft IC3, 2007, Master **Instructor**, Internet Core Computer Competencies, 2009
- Microsoft **Master Level Certification 2007**, Word Expert XP, Excel Expert XP, Access XP, PowerPoint XP, Outlook XP, 2008
- Microsoft **Certification**, Word 2007, Outlook 2007, September 2008
- Microsoft **Certification**, Excel 2007, PowerPoint 2007, October 2007
- Idaho Education Credential Professional Technical Certification, Advanced Occupational Specialist Certificate; endorsed General Office Secretarial, Work-Based Learning Coordinator and Microcomputer Applications, Valid thru 2013
- Microsoft **Master Level Certification**, Word Expert XP, Excel Expert XP, Access XP, PowerPoint XP, Outlook XP 2006
- Microsoft IC3, 2003 **Master Instructor**, Internet Core Computer Competencies 2006
- Microsoft **Master Instructor** Microsoft requirements for certification updates for Office XP

2004

- Microsoft IC3 *Master Instructor*, Internet Core Computer Competencies, 2003
- Microsoft *Master Instructor* Microsoft requirements for certification met, 2002
- J.A. & Kathryn Albertson Foundation, Teaching with Technology Participant, 2003
- J.A. & Kathryn Albertson Foundation, Teaching with Technology Participant, 2002
- J.A. & Kathryn Albertson Foundation, Teaching with Technology Participant, 2001
- Microsoft, Word Expert XP, 2003
- Microsoft *Master Level Certification*, Word Expert 2000, Excel Expert 2000, Access 2000, PowerPoint 2000, Outlook 2000
- Idaho Education Credential Professional Technical Certification, Advanced Occupational Specialist Certificate; endorsed General Office Secretarial, Work-Based Learning Coordinator and Microcomputer Applications 2002
- Boise State University, College of Education, Basic Educational Technology Competency Certificate 2000
- Idaho State University, One-To-One Skills Training, Train the Trainer 1998

Professional Presentations Attended

- Texas Education Association Education and Training 2017
- Texas Education Association CTE 101 Career and Technical Education 2017
- Texas Education Association Business Management and Administration
- Skillsoft Global Conflicts of Interest 2017
- Quality Matters Improving Your Online course 2017
- Quality Matters Design That Welcomes Your Learners 2017
- Idaho Career and Technical Education Foundation, Boise, ID, Career & Technical Educators of Idaho - Student Day at the Legislature. January 2017
- University Supervisors, College of Education, January 12, 2017
- NGPF Next Gen Personal Finance, January 12, 2017 - February 2, 2017.
- Purposeful Strategy Selection: Teaching with the Framework in Mind, Idaho State University College of Education & the Idaho State Department of Education September 20, 2016.
- Professional Technical Education, Summer Conference, Twin Falls, ID, August 2016
- Assessing Student Learning Outcomes, Idaho State University Academic Affairs May 16, 2016 - May 17, 2016.
- National Business Education Association, Las Vegas, NV, March 2016
- McGraw-Hill Education Workshop, Age of Opportunity: Lessons from the New Science of Adolescence, March 17, 2016 Western Business Education Association Conference, Waikiki, HI, February 2016
- Idaho Professional-Technical Education Foundation, Boise, ID, www.idahoptef.org, Career & Technical Educators of Idaho - Student Day at the Legislature. January 2016
- 2015 Jump\$tart, National Educator Conference, Jump\$tart Coalition, *Baltimore, MD*, November 2015
- ACTE, Association for Career and Technical Education, New Orleans, LA, November, 2015
- Professional Technical Education, Summer Conference, Boise, ID, June 2015
- 2014 Jump\$tart, National Educator Conference, Jump\$tart Coalition, *Washington, DC*, November 2014
- ACTE, Association for Career and Technical Education, Nashville, TN, November, 2014
- Quality Matters Conference, Baltimore, MD, 2014

- Idaho Business Education Association Conference, Boise, ID, June 2014
- Professional Technical Education, Summer Conference, Boise, ID, June 2014
- Idaho Business Education Association Conference, Boise, ID, June 2013
- ACTE, Association for Career and Technical Education, Las Vegas, NV, November, 2013
- Professional Technical Education, Summer Conference, Boise, ID, June 2013
- 2013 Jump\$tart, National Educator Conference, Jump\$tart Coalition, *Washington, DC*, November 2013
- Quality Matters Program, A National Benchmark of Online Course Design, Independent Applying the QM Rubric, 2013
- National Advisor Certification, Business Professionals of America, National Center, Columbus, OH, 2012
- ACTE, Association for Career and Technical Education, Atlanta, GA, November, 2012
- Idaho Business Education Association Conference, Pocatello, ID, October 2012
- Professional Technical Education, Summer Conference, Boise, ID, June 2012
- Cengage / Course Technology Conference 2012, San Antonio, TX, March 2012
- Google for Educators, Sloan-C, *Orlando, FL*, November, 2011
- 17th Annual Sloan-C International Conference on Online Learning *Orlando, FL*, November 2011
- 2011 Jump\$tart, National Educator Conference, Jump\$tart Coalition, *Washington, DC*, November 2011
- ACTE, Association for Career and Technical Education, Saint Louis, MI, November, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Practical Ideas to Enhance Your Online Course Design and to Implement Course Content*, Dr. Mava Wilson, Lee University, July 21, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: What's new in Microsoft Office 2010*, Corinne Hoisington, Central Virginia Community College, July 21, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Cloud Computing with Microsoft Office 2010*, Corinne Hoisington, Central Virginia Community College, July 21, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Developing Your Course to Teach Online: Learning the Basics, making the Right Decisions*, Dr. Mava Wilson, Lee University, July 20, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Microsoft Outlook 2010: Managing Multiple Accounts*, Jill Romanoski, Howard Community College, MD, July 20, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Creating Interactive Media with Adobe Flash Professional CS5*, Luis Lopez, St. Phillip's College, TX, July 20, 2011
- Cengage Course Technology Learning Events, Online Conference *Connect Today + Shape Tomorrow: Microsoft Outlook 2010: Managing Multiple Accounts*, Jill Romanoski, July 20, 2011
- Idaho State University, *Total Instructional Alignment (TIA,) Facilitator Conference*, April 2011

- Idaho State University, *Total Instructional Alignment (TIA), Focus Group Workshop*, April 2011
- Idaho eSchool News, *Beyond the Classroom: Making Mobile and Social Learning Work in Schools*, Kevin Honeycutt, Technology Integration Specialist, March 2011
- eSchool News, “*Secrets*” of *High-Quality Interactive Lesson Content*, Karen Mahon, Ed.D., Interactive Teaching Technologies, March 2011
- Cengage / Course Technology Conference 2011, Orlando, FL, March 2011
- Association for Career and Technical Education, Las Vegas, NV, November 2011
- Wiley Faculty Network, *Building a Better Teacher*, Doug Lemov, Managing Director of Uncommon Schools, October, 2010
- Cengage / Course Technology Conference 2010, Tampa, FL, March 2010
- Tech & Learning, Digital Learning Environments “*Tools and Technologies for Effective Classrooms*”, Henderson, NV, February 2010
- Western Business and Information Technology Educators Conference, Reno, NV, February 2010
- Business Education Association Conference, Pocatello, ID, October 2009
- Business Professionals of America National Leadership Conference, Dallas, TX 2009
- Cengage / Course Technology Conference 2009, Las Vegas, NV, March 2009
- Art and Technology, *Creating a Multimedia Digital Portfolio for Performing Artists*, Idaho State University, L.E. and Thelma E. Stephens Performing Arts Center, Shaun T. Bible, M.F.A, Assistant Professor of Dance, Texas Tech University, October 2007
- Three Key Elements of Efficient, Cost Effective Document Management, E-seminars Ziff Davis Media, June 2007
- *Microsoft Train the Trainer*, The latest Information about Microsoft Software, Microsoft University Campus, Redmond, WA, June 2007
- Improving Online Application Usability: Becoming Customer Centric: Step One - "Seeing" your online customers, E-seminars Ziff Davis Media, June 2007
- Learning and the Brain: How to Shape the Developing Brain for Learning and Achievement, Harvard University Graduate School of Education, Cambridge, MA, April 2007
- Making Connections: Teaching, Learning & Community, Center for Teaching and Learning, conducted by Dr. Milton D. Cox, Miami University of Ohio, February 2007
- Money Cents for Teachers & Students, National Endowment for Financial Education (NEFE) Financial Planning Program, University of Idaho, August, 2006
- The eLearning Guild’s, Online Forums, “Converting Classroom & PowerPoint content to e-Learning”, July 2006
- Boot Camp for Professors, Colorado Mountain College, CO, August 2004

GRANT FUNDED PROJECTS~

National

- H & R Block, Dollars & Sense, “Learning, Earning and Investing for a New Generation”, (Materials and software) \$1,500, September 2015.
- Adobe Worldwide Education, Adobe TV, “*The Creative Teacher*”, \$15,000, August 2012 –

August 2013.

- Business Professionals of America, National Leadership Conference, “*Microsoft Corporation, Certification for Secondary and Post-Secondary students*” \$60,000 per year, grant for certification vouchers, 2008 – 2013, (transitioned to Certiport and Pearson collaboration with BPA).

State

- Idaho Career Technical Education, CAMP, 2018 \$4,000.
- Career and Technical Educators of Idaho, Professional Development Training for IBEA, 2016, \$500.00.
- Idaho TECH Grant, NASA Robotics Consortium, University of Idaho, June 2015, \$82,000.
- Idaho State University, Scholarship Grant, “*Implementation of interactive student centered technology*”, September 2006 – May 2007.
- Instructional Technology Research Center, Idaho State University, “*Podcasting in the Classroom, an alternative educational delivery method*”, June 2006 – May 2007.
- College of Education, Deans Grant, Idaho State University, “*Tools of the Trade, working with Blue Clickers in the classroom*”, September 2005 – May 2006.
- State Department of Professional Technical Education, “*Migrating the Administrators Handbook and Advisory Committee Member Handbook to online access*” September, 2005 – June 2006.

State

Ray, B. B., Jacobsen, B. L. (Co-Principal), "simSchool Project," Sponsored by simSchool, External to Idaho State University, \$37,000.00. (September 2011, end: December 2012).

PRESENTATIONS: ACADEMIC AND PROFESSIONAL ~

Invited Presenter, “*RocketBook*” Idaho Career Technical Education, CTE REACH, Summer Conference, Boise, ID, August 2018

Invited Presenter, “*Be Sew-Inn*” Idaho Career Technical Education, CTE REACH, Summer Conference, Boise, ID, August 2018

Invited Presenter, “*Public Relations in CTEI*” Idaho Career Technical Education, CTE REACH, Summer Conference, Boise, ID, August 2018

Presenter, “*Leaders Eat Last*” Idaho Career Technical Education, Leadership Institute, Project Leadership Conference, Sun Valley, ID, November 2017

Invited Presenter, “*BPA Intern U*” Webinar Wednesdays, Webinar Hosted by the National BPA Center, October 2017

Presenter, “*BeMe*” Idaho Business Professionals of America Secondary State Conference, Boise, ID, March 2017

Invited Presenter, “*iPad: Discovering Apps for the Business Education Classroom*” Business Professionals of America National Leadership Conference, May 2013

- Presenter, "*The Job Interview: Tips to Improve your Chances of Getting that Job!*" Business Professionals of America, Region 8, Fall Leadership Conference, Pocatello, ID, November 2009
- Presenter, "*Preparing to Teach with Technology, Informational Workshop,*" Idaho State University, College of Education, Pocatello, ID, September 2009
- Presenter, "*National Service Award System: The nuts and bolts of the national online Torch Award system,*" Business Professionals of America National Leadership Conference, Dallas, TX, June 2009
- Presenter, "*Etiquette for Everything! 20 Great tips for getting through that lunchtime interview*", Idaho Business Education Association (IBEA), Coeur d' Alene, ID, October 2007
- Presenter, "*Electronic Portfolios in the Classroom*", PTE Summer Conference, Idaho Division of Professional-Technical Education, Twin Falls, ID, June 2006
- Panelist, "*Managing Your Student Organization*", PTE Summer Conference, Idaho Division of Professional-Technical Education, Twin Falls, ID, June 2006
- Presenter, "*ROI, Fundraising 101,*" Idaho Business Education Association (IBEA), Twin Falls, ID, October 2005
- Presenter, "*The Language of Leadership,*" Business Professionals of America Fall Leadership Conference, Twin Falls, ID, October 2005
- Presenter, "*Technology in Education, How to effectively use OneNote in Teaching and Learning,*" Idaho Lifelong Learning Association Conference, Sun Valley, ID, October 2005
- Presenter, "*Preparing for the National Merit Finals through Technology*", Idaho State Leadership Conference, Business Professionals of America, Boise, ID, March 2005
- Presenter, "*The Microsoft OneNote Experience*", International Association of Administrative Professionals (IAAP), Pocatello, ID, March 2005
- Presenter, "*Cooperative Learning and Teaching with Technology*", Idaho Lifelong Learning Association Conference, Sun Valley, ID, October 2004
- Presenter, "*E-Commerce in the Business Education Classroom,*" Professional Technical Educators Summer Conference, Boise, ID, June 2004
- Guest Lecturer, "*Instructional Technology: Using WebCT and HTML to enhance the asynchronous classroom experience.*" University of Idaho, Idaho Falls, ID, October 2003
- Guest Lecturer, "*Resume Building in the 21st Century*", University of Idaho, Idaho Falls, ID, October 2003

Presenter, "*Outlook: Your Personal Information Management System*," Idaho Lifelong Learning Association Conference, Sun Valley, ID, October 2003