

Jay Johnson Ed.D.

Provost
Missouri Western State University

Summary

Accomplished academic leader with 29 years of progressive experience in service of a variety of organizations with diverse missions. Career includes development, implementation, and leadership of initiatives in multiple markets. Focused on inclusive leadership of staff and faculty, and excellent service to all students and stakeholders within the academic community and beyond. Proficient in leading and managing administrative teams across a complex organization through collaboration, entrepreneurship, and innovative thinking.

Education

Ed.D. – Doctor of Educational Leadership
University of Missouri – Columbia
Columbia, MO

July 2005 – December 2008

Dissertation:

Johnson, J. J. (2008). *Identification of National Survey of Student Engagement (NSSE) socialization variable clusters that predict private Midwestern college persistence*. Doctoral dissertation (Ed.D.) University of Missouri. Faculty of Educational Leadership.

MBA – Master of Business Administration
William Woods University
Fulton, MO

April 2002 – December 2003

Bachelor of Arts in Business – Marketing
Truman State University
Kirksville, MO

August 1992 – August 1996

Leadership Programs

Becoming A Provost Academy (AASCU & AALI)
Executive Leadership Academy (AASCU & AALI)

2022 – 2023
2024 – 2025

Employment History

Provost and Chief Academic Officer **January 2025 – Present**
Tenured Associate Professor, Craig School of Business

Missouri Western State University
Saint Joseph, MO

Scope of Duty:

Serve as Missouri Western's Chief Academic Officer, strengthening its applied learning mission, developing an academic vision that aligns with institutional objectives, inspiring curricular and pedagogical innovation, leading a sustainable financial strategy for Academic Affairs, embracing shared governance, supporting the institutions commitment to inclusion and opportunity, and investing in student success.

Scope of Supervision:

- Vice Provost for Operations
 - Academic Advising
 - Center for Academic Support
 - Center for Teaching and Learning
 - Assessment and Accreditation
- Vice Provost for Graduate and Sponsored Programs
 - Graduate School
 - Grants
 - Griffon Office of Applied Learning
 - Institutional Research
- Dean, College of Business and Professional Studies
 - Craig School of Business
 - Criminal Justice/Legal Studies
 - Education Department
 - Engineering Technology
- Dean, College of Liberal Arts
 - Psychology
 - School of Fine Arts
 - Social Sciences and Humanities
 - Director of Honors Program
- Dean, College of Science and Health
 - Biology
 - Chemistry
 - Computer Science, Mathematics, and Physics
 - Health Professions
 - Nursing
- Director of the Library
- Director of Workforce Development
 - SBDC

Jay Johnson Ed.D.

- Houlne Center
- Executive Director of Academic Partnerships
 - Early College Academy
- Registrar

Highlights:

- Established and grew numerous articulation agreements with community colleges, technical schools, graduate schools, and other institutions
- Created Executive Director to oversee articulations, early college academy, and scheduling protocols
- Created Director of Workforce Development and acquired SBDC grant funds to establish an SBDC office
- Created and revised multiple policies
- Reformed graduate council and programming
- Reformed undergraduate curriculum process
- Established scheduling guidelines for student focused schedule creation
- Implemented performance culture around data metrics to include enrollment, student performance, and faculty achievement
- Reformed University freshmen seminar – DFW rate went from 46% to 17%
- Oversaw implementation of new SIS system
- Led commencement planning
- Developed guidelines for reduced credit bachelor's approval
- Oversaw revision of grant process
- Implemented new textbook program with bookstore
- Guided HLC reaffirmation efforts
- Served on strategic planning steering committee
- Attends statewide commission and lobbying meetings
- Participated in MIAA CAO meeting
- Assisted with Potter Hall and Library renovations
- Created new communication structure
- Reformed summer faculty research fellowship program to reflect mission and students
- Evaluated faculty, chairs, deans, and directors
- Developed new method for chair and dean evaluation
- Worked on team with direct admissions with local school district
- Multiple welcomes, media, and speaking engagements
- Serve on statewide transfer pathways steering committee
- Created and led Transfer Pathways Advisory Council 4-year CAO group
- Modified university calendar to include up to six entry points for online students

Associate Provost **July 2018 – January 2025**
Academic Operations and Development – July 2018-June 2024
Academic Operations and Undergraduate Studies – July 2024-January 6, 2025
Northwest Missouri State University
Maryville, MO

Quick Note: Northwest went “deanless” in 2016, also eliminating the Vice Provost role. Deans and Vice Provost roles were condensed into three Associate Provost positions. These are senior leadership roles at Northwest with significant strategic responsibilities. My title changed in July 2024 to reflect a shift in our structure.

Scope of Duty:

Responsible for unit-wide management of the operational aspect of the division of Academic Affairs including some short-term initiatives assigned by the Provost. The Associate Provost supervises undergraduate studies including appeals, honors program, and the Northwest Core, outreach and dual credit, B.D. Owens Library, Continuing Education/Small Business Development Center (SBDC) and academic operations. The Associate Provost serves as the Accreditation Liaison Officer (ALO) for the institution’s responsibilities with the Higher Learning Commission (HLC) as well as responsibilities related to the Missouri Department of Higher Education and Workforce Development (MDHEWD). In addition to the functions listed below, the Associate Provost serves as a direct report to the Provost and may receive other duties as assigned as well as be designated as point of contact for the Academic Affairs division in the absence of the Provost.

General Responsibilities – Associate Provost:

- Serve as accreditation liaison officer (ALO) for the Higher Learning Commission (HLC) for university accreditation purposes and keep the Provost, President, Controller, and the Office of Institutional Research informed on accreditation and data needs.
- Coordinate the HLC Steering Team that meets regularly to review updates to HLC process and policy as well as serve as a review team for the evidence and responses entered on the Assurance System.
- Serve as liaison to MDHEWD in academic program approval and review processes.
- Serve as a member of the Academic Leadership Team and advise the Provost on matters relating to regional accreditation and statewide initiatives.
- Provide leadership support for undergraduate appeals, honors program, Northwest Core, and curriculum and assessment.
- In conjunction with the Office of the Provost, work with Associate Provosts and academic unit leaders on the development of new/changed programs promoting enrollment growth, interdisciplinary involvement, and relevance. New programs map to student needs, industry trends, and state/regional demand.
- Administer the academic program review process where 20% of all programs are assessed and revised annually.

- Work with all academic leaders to ensure undergraduate Student Learning Outcomes are in place for all programs at all levels and are used to assess program effectiveness and to foster continuous improvement of academic programs.
- Provide leadership support for academic initiatives including but not limited to Profession-Based Learning.
- Oversee and develop outreach programs, dual credit, continuing education, and the SBDC.
- Provide academic input as the facilities liaison and keep the provost updated on any ongoing project or concerns.
- Assist with the leadership of the division of Academic Affairs in sustaining, creating, and implementing programs to enhance student life and improve academic enrichment.
- Collaborate with Academic Affairs leadership in all matters of academic recruitment, performance, interdepartmental cooperation (including interdisciplinary activities and programs), and meeting the strategic goals and objectives of the institution.
- Work with academic leaders in making recommendations on academic initiatives including budgetary, management, and operations.
- Work with the Provost and Chairs/Directors on development of new/proposed academic policies as assigned by the Provost as well as review of current policies considering flexibility and growth.
- Oversee overall operations of Career Services to foster student experiences related to career-related skills growth including activities in all undergraduate programs, internships, and unique experiences.
- Oversee overall operations of university library in conjunction with the library director.
- Provide planning and operations assistance to executive management through active participation and leadership on task forces, committees and councils.
- Provide effective management of resources including fiscal responsibility for assigned budgets and overall supervisory authority for the budget process in the division.
- Help foster a culture of inclusion and be a champion for civility and diversity initiatives.
- Perform other duties as assigned by the Provost.

Scope of Supervision:

- Academic Operations Coordinator (September 2021-Present)
- Career Services (July 2018-Present)
- Continuing Professional Education (February 2019-Present)
- Dual Credit (February 2019-Present)
- Honors Program (August 2024-Present)
- Learning and Teaching Center/Northwest Online (July 2018-January 2019)
- Liaison for Academic Affairs to Facilities Services (May 2024-Present)
- Northwest-Kansas City (February 2019-Present)
- Registrar's Office (July 2018-Present)
- Small Business Development Center (February 2019-Present)
- Student Success Center (July 2018-January 2019)
- TRiO (January 2019-September 2023 SSS and UB, November 2023 UBMS)
- University B.D. Owens Library (July 2024-Present)

Jay Johnson Ed.D.

Committees/Councils/Boards:

- Serve on cross-functional Recruitment Team
- Serve on cross-functional Enrollment Team
- Lead Dual Credit Enrollment Team
- Serve on Holistic Admissions committee (July 2018-January 2020)
- Serve on Provost Council
- Serve on Academic Leadership Team
- Serve on Extended Leadership Team
- Serve on Senior Leadership Team
- Serve as ex officio on Curriculum Development Committee
- Serve as ex officio on Outcome Assessment Committee
- Steering team for Northwest Online strategic plan, including relationship with Academic Partnerships
- Steering team for Northwest strategic planning – Learners strategic objective 1
- Leader of steering team for Northwest-Kansas City Center strategic plan
- Serve on Metropolitan Community College Hospitality Institute Advisory Board
- Serve on Metropolitan Community College of Kansas City’s Business Advisory Board
- Served on North Kansas City School District’s Design, Innovation, and Technology Pathways and Human Services Pathways Advisory Councils (2019-2022)
- Participated in North Kansas City School District’s “Portrait of a Graduate” strategic planning group
- Served on team to revise Faculty Handbook Chapter 2 – Faculty Employment Policies
- Created Ad Hoc Transfer Team to address transfer student enrollment strategy
- Leader of Environmental Scan team for Academic Programs – Adventure 2030 Strategic Plan Process 2022-2025
- Member Environmental Scan for President’s Legislation and Policy and VP of Culture’s Partnership teams – Adventure 2030 Strategic Plan Process 2022-2025
- Member of workgroup to create new virtual classrooms funded by GEERF grant funds.
- Serve on leadership and writing team for Provost’s Academic Plan
- Co-Lead Provost’s Academic Program Transformation initiative
- Northwest Missouri Regional Council of Governments Digital Inclusion workgroup participant – Missouri Rural Broadband Initiative
- Lead Educational Initiatives Requiring Special Processing (EIRSP) ad hoc group
- Lead State Licensure DOE 2024 Rule Change (State Licensure) group
- Multiple search committees

Conferences:

- Kauffman Foundation ReThink Ed Conference – Kansas City, MO (2019)
- Annual HLC conference (2019 - present)
- Annual NACEP conference (2019)
- CBExchange (2019)
- ACBSP conference (Virtual Summer 2020 – presenting FastTracks)
- Council on Transfer Admissions (COTA) conference (2021)
- Numerous Kansas City Area Development Council (KCADC) meetings and conferences

Jay Johnson Ed.D.

- UPCEA (2022)
- Missouri Governor's Conference on Economic Development (2018, 2019, 2022, 2023)
- AASCU Summer Academic Affairs Meeting (2023, 2024)
- Ad Astra 2023 Midwest Summit
- Ad Astra ASPIRE23, ASPIRE24

COVID-19 Work:

- Member of University COVID-19 planning team
- Co-lead Northwest COVID-19 Calendar Committee (one of three special committees – Green Teams – established by the President for resumption of operations during pandemic).
- Collaborated with faculty leaders, other Associate Provosts, Provost, and Director of Student Success to establish classroom protocols for on-campus execution of programming, select courses to move into a fully online format, and determine appropriate resources required for success for CARES Act funds (cameras, microphones, monitors, chairs, signs, PPE, etc...).
- Led Northwest-Kansas City COVID-19 plan and response in conjunction with the University Emergency Management Officer, the Clay County Health Department and the collaborating physician/VP of Clinical Services at North Kansas City Hospital, the City of Gladstone, the North Kansas City School District, the Northland Innovation Campus management team, and Director of the Northwest-Kansas City facility.
- Held regular Zoom meetings with adjunct faculty and full- and part-time staff members to provide updates that pertained to their functions and field questions, while also working to ensure all employees were focusing on their own well-being.
- Served on GEERF grant committee – awarded \$300,000 for virtual classrooms.
- Participated on writing team that won AASCU's Campus Pandemic Response award.

Facilities:

- McKemy Building MoExcels remodel project committee (\$2.2 M)
- Phillips Hall and North Complex residential hall demolition committees
- Agriculture Learning Center Micro-Creamery project committee (\$2.2 M)
- Martindale Hall renovation project committee (\$16 M)
- Major Project Coordination Committee – Multi-year infrastructure project (\$105 M)
- Led academic deployment of VoIP phone system

HLC:

- Led successful HLC additional location visit at Independence Schools
- Led and co-wrote successful HLC Assurance Argument for October 2022 four-year assurance review, serving as lead author for standards 2 and 5.
- Led collection and composition of information for the HLC Covid-19 Response Form.
- Submit all program and site updates
- Leading QIP project on student success and retention in conjunction with University Wellness and University Seminar

Partnerships:

- Led development of partnership with Green Flower Education – online, non-credit Cannabis business training (Medical marijuana was legalized in Missouri in 2019)
- Co-led development of non-credit programming partnerships with Ed2Go, NCLabs, Digital Marketing Institute, Career Step, and Focus Education.
- Co-led development of partnership to provide badging opportunities via Credly
- Established new MOU partnerships with MOSAIC and North Kansas City Hospital
- Led effort to expand partnership with Ad Astra to bring new course scheduling software to Northwest to replace old system that relied on MS Excel.
- Worked with Registrar to expand partnership with Parchment to include diploma management, including digital diplomas for Northwest graduates
- Co-led effort to implement new university catalog system – Modern Campus
- Expanded partnership with Metropolitan Community College of Kansas City with a new articulation agreement for Northwest’s BAS degree option
- Assisted expansion of partnership with North Central Missouri College to include additional health-related field programming
- Continued partnership with Northland CAPS program

Policy:

- Oversight and composition of GDPR compliance policy
- Developed Academic Administrative Withdrawal Policy
- Revised Withdrawal for Students Activated to Military Service policy
- Revised Distance Learning Policy
- Co-leader of team to revise Chapter 2 of Faculty Handbook that dictates all faculty roles in order to address duplication of policies, consolidate sections, and other general organizational needs. Additionally, led the creation of a new Titled Faculty appointment of a full-time online instructor position
- Collaborated with Provost and general counsel for inclusivity in policy language for academic affairs
- Assisted in creation of new “Instructor of Record” policy for dual credit instruction
- Assisted in development of “Time and Effort” policy for grant recordkeeping
- Led development of “Degree Conferral Policy”
- Created Northwest’s “Location Policy” per the new DOE State Licensure rules. This policy served as a template for multiple other schools in Missouri and the MIAA athletic conference

State of Missouri:

- Organize and submit numerous academic program actions for approval and awareness to MDHEWD
- Led successful submission of Northwest’s Education Specialist in Educational Diagnostician program through MDHEWD’s Comprehensive Review process and approval
- Respond to any notes of concern with new program proposals from other Missouri public institutions

Jay Johnson Ed.D.

- Member of Statewide Adult Learner Network – service on Workforce Alignment subcommittee
- Brought ARPA Workforce Grant through Missouri OneStart to Northwest – resulting in \$980k grant to complete McKemy remodel project for workforce development initiative
- Member of Missouri Comprehensive Economic Development Strategy (CEDS) Working Group

Other Professional Activities/Accomplishments:

- Oversight of all Financial Aid appeals (2018-2019)
- Contributor/presenter (as needed) at Board of Regents and Foundation meetings
- Led restructure of Registrar's Office
- Co-led Strategic Objective priority sub-group to evaluate integrated software solutions to enhance student experience and grow centralized advising model per AASCU project
- Co-led effort to execute implementation of student success software per the new University strategic plan and AASCU Student Success Collaborative Initiative
- Co-led with Director of Continuing Professional Education the development of The Center for Professional Education
- Initiated international dual credit exploratory efforts with International Involvement Center and an agency representing Central and South America
- TRiO SSS grant reissued for five years (\$1.5 million)
- TRiO UB grant reissued for five years (\$2.1 million)
- TRiO UBMS grant reissued for five years (\$1.9 million)
- Successful APRs for SSS, UB, and UBMS
- Team lead for Council for Academic Standards in Higher Education internal review of the Northwest Office of Diversity and Inclusion
- Created and filled Academic Operations Coordinator
- Led team to organize and populate information in faculty portal on myNorthwest
- Led team to develop FY24, FY25, FY26, FY27, FY28 academic calendars
- Selected to participate in AASCU and AALI Becoming a Provost Academy (2022-23)
- Co-led subcommittee to provide Academic Program Transformation priorities and information per the Provost's Academic Plan
- Selected to participate in AASCU and AALI Executive Leadership Academy (2024-25)
- Peer reviewer: Journal of the North American Management Society
- Dual credit liaison for profession-based courses

Interim Director of B.D. Owens Library

July 2024 – October 2024

**Northwest Missouri State University
Maryville, MO**

General responsibilities:

- Direct B.D. Owens Library, maintaining policies, programs, processes, and personnel necessary to advance the goals and action agendas of the library and strategic initiatives of the University; Hire new Director of Library Operations and Services

Jay Johnson Ed.D.

**Interim TRiO Director
TRiO Lead**

**September 2021 – January 2023
January 2023 – November 2023**

**Northwest Missouri State University
Maryville, MO**

General responsibilities:

- Maintain compliance with Department of Education (DOE) via required reports
- Maintain staff operations and student service through transition and realignment
- Manage budgets per DOE and Northwest Missouri State University policies
- Establish strategy to complete APR reports for SSS, UB, and UBMS
- Establish strategy and hire consultant to assist with UB and UBMS grant competition
- Evaluate and address workflow and operations concerns for all TRiO offices

Accomplishments:

- Hired consultant to write UB and UBMS grants
- Secured operations, enrollment targets maintained in all programs
- Completed APR reports for SSS, UB and UBMS
- UB Grant completed and submitted on time
 - UB Grant re-funded for 5 years (\$2.135 million)
- UBMS Grant completed and submitted on time
 - UBMS Grant re-funded for 5 years (\$1.89 million)
- Hired new UB Assistant Director
- Assisted UB and UBMS with summer experience planning and execution
- Restructured TRiO into a more flexible format that will maximize funding to program

Interim Director of Northwest-Kansas City

February 2019 – May 2020

**Northwest Missouri State University
Maryville, MO**

General responsibilities:

- Establish appropriate structure
- Hire full time Director
- Maintain and grow current operations
- Create strategic plan for enrollment growth and revenue generation
- Oversee all budgetary responsibilities
- Manage existing staff
- Explore opportunities for growth and partnerships

Accomplishments:

- Developed Strategic and Business plans for Northwest-Kansas City through 2023.
- Restructured Northwest-Kansas City. Employment of new director by June 1, 2020.

Jay Johnson Ed.D.

- Implemented new operational model designed to address time to degree and cost. The new model features six program entry points per academic year and a proposed tuition and fee structure that is mindful of fiscal and strategic goals of Northwest Missouri State, while also addressing costs that are relevant to the student body.
- Re-established new Northwest-Kansas City location to have greater interaction with the main campus through inclusion of main campus academic unit leaders in program and curriculum development, adjunct management, and market involvement. Also raised the profile of Northwest-Kansas City to leaders across the entire University executive leadership team. This increased awareness of Northwest-Kansas City needs and realities, which has resulted in elevated support.
- Initiated new partnership with external marketing firm to assist development of Northwest-Kansas City's market presence and to inform various operational and academic changes that may be required to better reach the needs of the market.
- Changed marketing approach, while partnering with main campus marketing and communications office to ensure consistent branding and messaging.
- Expanding diversity and inclusion footprint in the Kansas City area with new memberships to chambers and other organizations that serve underrepresented populations, and development of more aggressive approach to reach underrepresented students through transfer agreements, pricing structures, and collaborative partnerships.
- Addressed enrollment at Northwest-Kansas City by engaging the non-traditional market.
- Developed communications plan for FastTracks agreement (concurrent enrollment) with Metropolitan Community College – Kansas City.
- Developed transfer agreement between Metropolitan Community College – Kansas City and Northwest-Kansas City for seamless articulation of Associate of Applied Science degrees into Bachelor of Applied Science degrees.
- Developed “Call to Action Coalition” for Higher Education – Increasing awareness of Human Trafficking in the higher education institutions in the Kansas City region, partnership with AdAstra and iEmpathize. This is consistent with our strategic objective of becoming known as a leader in engaging our community in opportunities to improve.
- Partnered with Assistant VP for Diversity and Inclusion to find new opportunities to serve underrepresented populations in the Kansas City area, as well as providing training sessions on issues of diversity and inclusion to area companies and municipalities.
- Grew partnerships with Kansas City area school districts in dual credit and community education. Expanded dual credit offerings into Missouri's second largest school district.
- Expanded use of facility through partnerships with area chambers and economic development councils, as well as through extensive networking with KC area businesses and foundations.
- Repurposed and redirected Director of Small Business Development Center/Continuing Professional Education to grow non-credit programming and other continuing education ventures through third party partnerships, collaboration with full- and part-time faculty, and various organizations and community members, while still leveraging SBDC duties for regional business services.
- Repurposed and redirected Director of Northwest-Kansas City to also lead university efforts in dual credit. This built upon her role and resulted in doubling Northwest's dual credit enrollment in fall 2023. The director maintains the role of managing the

Northwest-Kansas City location until spring 2026. Post spring 2026, the director will continue to lead dual credit and manage Kansas City and other statewide outreach efforts.

Dean/Associate Professor of Business

June 2014 – June 2018

**Eckelkamp College of Global Business
and Professional Studies**

**Fontbonne University
St. Louis, MO**

Scope of Duty:

The Dean of Eckelkamp College of Global Business and Professional Studies is the chief academic, fiscal, and administrative officer of the College and reports to the Vice President for Academic Affairs. The Dean provides leadership both for the faculty within the college and among the administration of the wider University. The Dean has authority and responsibility for all aspects of curriculum planning and development; faculty and staff evaluation and development; and budget and facilities. Responsible for setting priorities, policies, and budgets for the College; working closely with faculty, staff, administrators, and students; sustaining an environment of academic excellence; supporting an inclusive working and learning environment; promoting collaboration and cooperation among academic units; providing encouragement and support for academic research; and building and maintaining close relationships with alumni and the community. The Dean plays a leadership role in fundraising and representing the College to the external community.

General Responsibilities:

- Providing vision, leadership, and support for high quality undergraduate and graduate academic programs in the College
- Collaboratively leading strategic planning and execution of initiatives within the College
- Working to ensure that College programs remain in good standing with their respective accrediting bodies
- Coordinating with departmental chairs and/or program directors to implement the curriculum and programs of the College
- Overseeing the recruitment, hiring, development, and evaluation of full-time and part-time faculty, and mentor faculty to advance in rank and tenure
- Supervising and evaluating College staff
- Working closely with departments to develop, support, and evaluate new majors and programs
- Developing, overseeing, and administering budgets within the College
- Overseeing program reviews and assessment with College departments.
- Advancing faculty and student research and creative activity
- Collaborating with College departments and other campus units, e.g., Academic Advising, Kinkel Center for Academic Resources, Student Affairs, to promote student learning and success using innovative and data-driven approaches
- Representing the College in Deans' Council meetings and serving as liaison to the Office of Academic Affairs

Jay Johnson Ed.D.

- Serving as an advocate for the College, collaborating closely with campus offices and constituencies to create a cohesive identity that reflects strengths within the College
- Working with the Office of Advancement to secure external funds in support of the College's programs through board development, private donors, foundations, and public funding agencies.
- Addressing student academic and disciplinary issues through application and enforcement of university and College policies
- Maintaining close ties with alumni, benefactors and other constituents to promote the advancement of the College and the University

Courses Taught:

- MGT 320 Organizational Behavior
- BSA 310 International Business

Professional Activities/Accomplishments:

- Member of Graduate Academic Curriculum Committee
- Member of the Committee on Diversity and Inclusion
- Member of the University Strategic Planning Committee for Marketing and Communications
- Developed new structure for the Eckelkamp College
 - Brought in the Social Work Department
 - Created the Fashion Merchandising Department
 - Appointed Chair of Business Administration Department
 - Established Department of Accreditation and Academic Support
 - Established Leadership Team for Eckelkamp College
- Developed inaugural advisory board for the Eckelkamp College
- Member of the HLC Planning, Assessment, and Highly Qualified Faculty group
- Member of Fontbonne University Executive Director of Marketing and Communications search committee
- Member of Project Team for acquisition and development of Fontbonne West campus
- Responsible for all budgeting activities for the Eckelkamp College
- Streamlined undergraduate and graduate curriculum to market and budget needs
- Service on Higher Learning Commission Standard 5 Committee for Institutional Resources
- Developed and provided oversight for all budgets related to the Eckelkamp College at Fontbonne. Zero-based.
- Reinvigorated ENACTUS club
 - Brought in improv coach for public speaking training and team building
 - Collaborated with community members for project opportunities and increased visibility
 - Worked closely with ENACTUS Sam Walton Fellow to assist growth of program
- Served as advisor for Society of Marketing Professional Services at Fontbonne University
- Emcee and support Delta Mu Delta honors society induction banquet
- Title IX Investigator
- Service on High Impact Practices Strategic Planning Subcommittee

Jay Johnson Ed.D.

- Developed new academic delivery model for MBA and graduate business programs
- Led development of Project Management graduate certificate
- Developed Professional MBA at Fontbonne
- Reorganized all MBA offerings at Fontbonne
- Led renumbering effort of all courses to assist student advising and curriculum organization at Fontbonne
- Developed partnership with BJC healthcare for offering of on-site BSBA program in conjunction with St. Louis Community College via a 2+2 AA-BSBA Articulation
- Developed contractual partnership with BJC healthcare for offering of on-site BSBA, BS in Healthcare Management, BA in General Studies: Business, and General Education.
- Developed multiple articulations for Fontbonne University and the Eckelkamp College with area community colleges
- Provided oversight of two successful ACBSP QAR cycles
- Provided oversight of successful Social Work Department reaffirmation with CSWE accreditation
- Part of the leadership effort to work with the Incarnate Word Foundation to provide clinical training to professionals that work with survivors of sex trafficking.
- Led effort to develop the Center Against Human Trafficking and Exploitation
- Led effort to evaluate and develop a relationship with an OPM provide for all online programming.
- Hired and evaluated Fontbonne University Business Department full- and part-time faculty
- Chaired Fontbonne Search committees for:
 - Department Chair/Associate Professor of Business
 - Assistant Professor of Finance/Economics (two times)
 - Assistant Professor of Sports Management (two times)
 - Assistant Professor of Marketing
 - Instructor of Accounting
- Annually evaluated full-time faculty in Business Department
- Observed all tenure-track faculty in Eckelkamp College
- Managed processes for and mentored tenure-track faculty with rank and tenure portfolio requirements

MBA Program Director

August 2009 – May 2014

Business and Technology Division Chair

Associate Professor of Business and Technology

Graduate School

Friends University

Wichita, KS

Quick Note: Friends University capped tenure eligibility to 30% of their faculty. I achieved a rank increase to Associate Professor, but despite being eligible for tenure I was waitlisted due to this policy.

Jay Johnson Ed.D.

Scope of Duty:

Responsible for all academic and operational activities for the Friends University MBA Program. Provides leadership for all full- and part-time faculty and staff within the MBA Program and Business and Technology Division within the Graduate School. Reporting to the Dean of the Graduate School, The MBA Program Director and Business and Technology Division Chair guides faculty through curricular, budgeting, staffing, technology, and other decisions within processes integral to program vitality, financial performance, and discipline relevance.

General Responsibilities:

- Provide and evaluate high quality instruction for graduate programs
- Teach courses at a variety of times and locations in response to institutional needs
- Provide access to students through posted office hours, electronic communication, and other appropriate methods
- Participate in graduate student academic advising
- Participate in the development and revision of curriculum and cohort schedules
- Develop and implement appropriate student learning assessment measures
- Assist development of program outcomes assessment plans for all Business, Leadership, and Technology Division graduate programs
- Lead in the identification, recommendation, review and evaluation of full-time and adjunct faculty for MBA and BTL Division
- Develop, manage, and maintain MBA budget
- Participate in department, division and college committees
- Develop and maintain alliances with appropriate constituencies and institutions
- Work with domestic and international admissions representatives
- Manage all Friends University MBA outreach locations
- Provide leadership for Business, Technology, and Leadership Division
- Participate in the Rank and Tenure Process
- Maintain current knowledge in the subject-matter area and effective teaching/learning strategies
- Work with division faculty towards professional development goals

Courses Taught:

- BSAD 503 Business Administration
- BSAD 516 Marketing Management
- BSAD 623 Research Project in Business
- MGMT 691 Special Project: Global Business Experience, Santiago, Chile – co-faculty

Professional Activities/Accomplishments:

- Member of VPAA Search Committee
- Member of Academic Cabinet
- Member of Graduate School Assessment Committee
- Chair of HLC AQIP action team for academic and career advising
- Member of Friends University Graduate School Leadership Team
- Member of Friends University Academic Technology Committee

Jay Johnson Ed.D.

- Member of Friends University Graduate School Delivery Model Task Force
- Highly engaged in exploring ACBSP accreditation for Business Programs
- Responsible for development and management of budget for Friends University MBA Program
- Led budgeting efforts for Friends University Business, Technology, and Leadership Division Program Directors
- Advised 250+ students in Friends University MBA program
- Advisor for Students in Free Enterprise (SIFE)
- Created online MBA Program
- Developed MBA in Accounting
- Revised MBA Program Outcomes
- Hired and evaluated Friends University MBA full- and part-time faculty
- Chaired Friends University search committee for Assistant MBA Director/Assistant Professor of Accounting

**Assistant Professor of Business – Marketing
Director, Graduate Business Programs
School of Business**

**August 2006 – July 2009
April 2008 – July 2009**

**Benedictine College
Atchison, KS**

Scope of Duty:

Responsible for serving as the Director of Graduate Business Programs and Assistant Professor of Business – Marketing Concentration. Duties include management of all Graduate Business Program finances, oversight of Graduate Business Program recruitment, leadership and evaluation of Graduate Business Program faculty/staff, management of Graduate Business Program curriculum, creation and implementation of Graduate Business Program marketing, classroom professor, student advisor, departmental and college committee work, and other duties as assigned.

General Responsibilities:

- Provide high quality marketing instruction for graduate and undergraduate programs
- Improve instruction through professional development and utilization of available resources.
- Teach courses at a variety of times and locations in response to institutional needs.
- Provide access to students through posted office hours, electronic communication, and other appropriate methods.
- Participate in student academic advising.
- Participate in the development and revision of curriculum and semester schedules
- Develop and implement appropriate student learning assessment measures
- Participate in advisory committee meetings.
- Promote the undergraduate and graduate program and participate in the recruitment of students.
- Assist in the identification and recommendation of full-time and adjunct faculty.

Jay Johnson Ed.D.

- Participate in department, division and college committees.
- Develop and maintain alliances with appropriate constituencies and institutions.
- Work with domestic and international admissions representatives.
- Lead secondary accreditation process with IACBE
- Manage Kansas City location
- Participate in the Tenure Process.
- Participate in annual review.
- Maintain current knowledge in the subject-matter area and effective teaching/learning strategies.
- Maintain external relationships as appropriate.

Courses Taught:

- Ba 198 Special Topics – Introduction to Business
- Ba 383 Principles of Marketing
- Ba 385 Sales Techniques
- Ba 388 Integrated Marketing Communication
- Ba 398 Special Topics – Sports Marketing
- Ba 398 Special Topics – Internet Marketing
- Ba 483 Marketing Research/Strategy
- Ba 485 International Marketing
- Ba 580 Marketing Strategy – EMBA/MBA
- Bu 301 Complex Organizations – Hong Kong
- Bu 302 Broader Business Environment – Hong Kong

Professional Activities/Accomplishments:

- Led International Assembly for Business Education accreditation for Benedictine College Business Department
- Served as guest faculty for Benedictine Hong Kong program December 2007
- Selected to serve on Benedictine College Technology Committee
- Selection committee for Director of Tech/Information Services
- Responsible for budget for Benedictine Graduate Business Programs
- Serve as academic advisor at undergraduate and graduate level
- Serve as Beginning Freshman Advisor
- Advisor for Students in Free Enterprise (SIFE)
- Moderator for Benedictine College's Discovery Day
- Led recruitment effort for EMBA program, revitalizing relationships with alumni and area business
- Reviewed curriculum for undergraduate and graduate programs in the Benedictine College School of Business
- Hired and evaluated Benedictine College MBA and EMBA full- and part-time faculty

Business Management Department Chair**August 2004 – July 2006****North Central Missouri College
Trenton, MO****Scope of Duty:**

Responsible for serving as the chairperson of the business management department. Responsible for recruitment, supervision, evaluation, and assignment of faculty and adjunct faculty within the department. Responsible for advising students within the department and undeclared students.

General Responsibilities:

- Advance student learning through dedicated, exemplary instruction in accordance with established course syllabi
- Continuously improve instructional quality by reviewing and utilizing innovative methodologies, techniques, and delivery methods, including collaborative learning, learning communities, service learning, instructional technology, and distance education
- Teach courses at a variety of times and locations in response to institutional needs
- Provide access to students through posted office hours, electronic communication, and other appropriate methods
- Participate in student academic advising and student learning assessment
- Provide leadership for the Delta Epsilon Chi student organization
- Provide leadership for the e-Business Incubator
- Develop and revise curriculum and semester schedules
- Develop and support program articulation
- Appoint members of business advisory board
- Participate in advisory committee meetings
- Promote the program and participate in the recruitment of students
- Adhere to all policies as outlined in the Board Policy Manual and the Faculty Policy Manual
- Prepare and monitor departmental and program budgets
- Prepare all plans and reports required by NCMC, the Department of Elementary and Secondary Education, the Department of Higher Education, and the Higher Learning Commission
- Assist in the identification and recommendation of adjunct faculty.
- Participate in division and college committees
- Develop and maintain alliances with appropriate constituencies and institutions.
- Participate in the Tenure Process
- Establish annual objectives, including personal and professional growth plans in consultation with the associate dean
- Maintain current knowledge in the subject-matter area and effective teaching/learning strategies and external relationships as appropriate
- Supervise: Business Management Department; E-Business Management & Commerce; E-Business Incubator; Delta Epsilon Chi sponsor; Adjunct Faculty; Outreach locations

Courses Taught:

- BA 102 Introduction to E-Business
- BA 150 Principles of Management
- BA 154 Principles of Marketing
- BA 161 Human Resource Management
- BA 180 E-Entrepreneurship
- BA 204 Credit and Finance
- BA 222 Legal & Ethical Issues in E-Business
- BA 252 Advertising & Internet Marketing
- BA 269 Entrepreneurship
- BT 110 Business Math
- EC 252 Microeconomics
- EC 253 Macroeconomics

Professional Activities/Accomplishments:

- Selection committee for physical science teacher for North Central Missouri College
- Served on committee to analyze online course development compensation for North Central Missouri College
- Implemented computerized financial system for Delta Epsilon Chi at North Central Missouri College
- Served as Delta Epsilon Chi advisor at North Central Missouri College
- Served on Faculty Curriculum Committee at North Central Missouri College
- Revised E-Business Internship to include a capstone evaluation for North Central Missouri College
- Moved E-Business AAS to a fully online delivery
- Member of NCMC Physical Science instructor search committee
- Hired and evaluated NCMC Business Management Department adjunct faculty

Vice President**August 1996 – Present****Johnson Land and Development Company
Gallatin, MO**

Quick Note: Johnson Land and Development Company is a privately held, Missouri family farm corporation. The company has been owned by the Johnson family since 1963. I still have a stake in the company, but my current role is mostly fiduciary. I am not an active participant in day-to-day operations. Current operations consist of livestock, soybeans, corn, warm season grass, and land management.

General Responsibilities/Experience:

- Managed day to day operations
- Maintained payroll and all HR related activities
- Trained new employees
- Maintain financial records

Jay Johnson Ed.D.

- Maintain financial relationships
- Maintain working relationship with Missouri Department of Natural Resources and EPA
- Maintain working relationships with swine contracting company (currently Smithfield)
- Develops annual report to Missouri Department of Natural Resources
- Involved in legal decisions/contract negotiations/purchasing
- Assisted with market strategy to generate and optimize revenue

Adjunct Teaching Experience

- Fall 2004 – Northwest Missouri State University M.Ed. Outreach in Kirksville, MO
 - 61-682-60: Methods in Educational Research
 - 61-683-60: Research Paper
- January 4, 2006 – February 1, 2006 – William Woods University Online
 - BMT 490: International Business and Marketing
- April 6, 2006 – June 22, 2006 – William Woods University MBA – Trenton, MO
 - BMT 559: Marketing Decisions
 - BMT 552: Research Methods in Business
- Fall 2006 – Northwest Missouri State University M.Ed. Outreach in Liberty, MO
 - 61-682-60: Methods in Educational Research
 - 61-683-60: Research Paper
- Fall 2009 – Fall 2017 – University of Phoenix online – Communications

Awards and Leadership Activities

- 1999-2006 District 26-F Lions Basketball Classic Member
- 2001-2003 Gallatin Lions Club President
- 2002 Rotary International's Group Study Exchange to Australia Rotary District 9820 Participant from Missouri Rotary District 6040
- 2003 Lions District 26-F All Star Basketball Classic Chairperson
- 2003-2005 Missouri District 26-F Lions Zone Chairperson
- 2004-2006 North Central Missouri College's Delta Epsilon Chi Advisor
- 2005 Missouri State DECA Judge: Business Ethics
- 2005 Golden Apple Award – Phi Theta Kappa Honors Fraternity
- 2006 Missouri State DECA Judge: Sports and Entertainment Marketing
- 2006 Golden Apple Award – Phi Theta Kappa Honors Fraternity
- 2006-2010 Sam Walton Fellow Benedictine College and Friends University
- 2008 NAIA 6th Man Ambassador
- 2012 ACBSP Mentor and Site Evaluator
- 2013 DECA ICDC Judge
- 2014 Rotary RITE Teacher Host – Argentina
- 2015 North American Management Society Membership Chair
- 2015 Keynote speaker for Fontbonne University Honors Convocation
- 2015 Honorary Induction into Fontbonne Delta Mu Delta honors society
- 2016 North American Management Society Program Chair

Jay Johnson Ed.D.

- 2017 North American Management Society President
- 2017 MBAA International Advisory Council member (three-year term)
- 2017 Honorary Induction into Phi Kappa Phi honors society
- 2017 Honorary Induction into Alpha Lambda Delta honors society
- 2019-Present FBLA Kansas and Missouri Regional Judge
- 2019 Upward Bound/Math and Science “Last Lecture” speaker
- 2019-Present Metropolitan Community College of Kansas City Hospitality Board
- 2020 TRiO Champion
- 2020 Northland Regional Chamber Excellence in Education and Service Award
- 2021-Present Metropolitan Community College of Kansas City Business Advisory Board
- 2021 North Kansas City School District Pathway Advisory Council
- 2022-2023 AALI and AASCU Becoming a Provost Academy
- 2022-Present MDHEWD Adult Learner Network
- 2024-2025 AALI and AASCU Executive Leadership Academy
- 2024-2026 Ad Astra Client Advisory Board

Publications/Proceedings

- Johnson, J. J., & Maddox, J. (2011, March). *Use of social media in graduate education: An exploratory review for breaking new ground*. MBAA International Conference Proceedings: Chicago, IL.
- Johnson, J. J., & Maddox, J. F. (2012). Use of social media in graduate education: An exploratory review for breaking new ground. *Journal of Higher Education Technology and Practice*, 12(3), 87-93.
- Johnson, J. J., Maddox, J., & Gibson, D. (2012, March). *Use of tablet technology in graduate education: A pilot project*. MBAA International Conference Proceedings: Chicago, IL.
- Johnson, J. J., & Maddox, J. (2013, February). *The positive power of bad news*. MBAA International Conference Proceedings: Chicago, IL.
- Johnson, J. J. & Maddox, J. (2014, March). *The fallacy of leadership transparency*. MBAA International Conference Proceedings: Chicago, IL
- Maddox, J. J., Fluegge, E., & Johnson, J. J. (2016, April). *Misusing Kotter’s 8 step change model: How leaders get change wrong*. MBAA International Conference Proceedings: Chicago, IL.
- Maddox, J., & Johnson, J. (2018). What Professors Would Like Their New Presidents to Know. *Journal of Research on the College President*, 2 (0), 2-7.
<https://collegepresidentresearch.uark.edu/2018/12/contents/>.

Panels/Podcasts/Presentations/Symposia

- Johnson, J. J. & Maddox, J. (2014, March). Panel: Creating Student Engagement: Teaching Strategies for Avoiding Sleeping Audiences. *MBAA International Conference*. Lecture conducted from Chicago, IL.
- Johnson, J. J., Fluegge, E., & Maddox, J. (2016, April). Panel: Leadership and

Jay Johnson Ed.D.

Awareness: The new reality of challenges facing university leaders. *MBAA International Conference*. Lecture conducted from Chicago, IL.

- Maddox, J. (Host). (2020, June 18). *Higher Education, a Pandemic, and Transformation*. [Audio Podcast]. Retrieved from <https://www.buzzsprout.com/1123070/4232369-higher-education-a-pandemic-and-transformation>.
- Washam, A., & Johnson, J. J. (2019, October). *Engaging business partners for authentic projects to achieve course outcomes*. 2019 NACEP National Conference: Salt Lake City, UT.
- Washam, A., & Johnson, J. J. (2019, October). *Preparing students with employability skills through dual credit*. 2019 NACEP National Conference: Salt Lake City, UT.
- Washam, A., & Johnson, J. J. (2020, June). *FastTracks*. 2020 ACBSP International Conference: Virtual.
- Johnson, J. J., & McVinua, M. (2021, February). *Building workforce pipelines with the Bachelor of Applied Science Degree*. 2021 Committee on Transfer Articulation (COTA) Conference: Virtual.
- Johnson, J. J. (2023, March). Symposium: A Strange New World: Strategizing to meet market needs with cannabis education. *MBAA International Conference*. Lecture conducted from Chicago, IL.
- Johnson, J. J. & Vogel, T. (2023, June). *Our Astra Journey*. 2023 Midwest Summit: Kansas City, MO.
- Johnson, J. J. & Vogel, T. (2023, October). *Our Astra Journey*. 2023 Astra ASPIRE23: Kansas City, MO.
- Johnson, J. J., Hoffmann, A., & Vogel, T. (2024, April). *Student Success Quality Initiative Project: Impact, Innovation, and Culture Shift*. 2024 HLC Annual Conference; Chicago, IL.
- Hooyman, J. & Johnson, J. J. (2024, July). *Academic Program Review: Faculty engagement, data utilization, and program optimization*. 2024 AASCU Summer Meeting for Academic and Student Affairs Leaders: Pre-Conference Workshop – Academy for New Provosts; Denver, CO.
- Johnson, J. (2026, March). *Public Perception of Higher Education*. 2026 MIAA Academic Alliance CAO Meeting; Kansas City, MO.

Memberships

- 1997 – 2009: Gallatin, MO Lions Club Member
- 2004 – 2006: Delta Epsilon Chi
- 2004 – 2006: Trenton, MO Rotary Member
- 2007 – 2009: IACBE
- 2008 – 2009: EMBA Council
- 2008 – 2009: Northeast Johnson County Chamber of Commerce
- 2007 – 2009: NAIA 6th Man Ambassadors
- 2008 – 2009: Hispanic MBA
- 2008 – 2009: Black MBA

Jay Johnson Ed.D.

- 2006 – 2010: Students in Free Enterprise
- 2012 – 2014: West Wichita Rotary
- 2014 – 2017: St. Louis Sports Commission
- 2014 – 2018: World Affairs Council of St. Louis
- 2016 – 2018: Phi Kappa Phi
- 2016 – 2018: Alpha Lambda Delta
- 2015 – 2018: Delta Mu Delta
- 2010 – 2019; 2023: North American Management Society/MBAA Conference
- 2020 – 2023: Mid-America LGBT Chamber of Commerce
- 2020 – 2023: Kansas City Hispanic Chamber of Commerce
- 2018 – 2023: Kansas City Area Development Council
- 2010 – 2024: ACBSP
- 2019 – 2024: Gladstone Chamber of Commerce
- 2019 – 2024: Northland Regional Chamber (Kansas City)
- 2019 – 2024: NEBA (Northland Business and Education Alliance)
- 2019 – 2024: Greater Kansas City Chamber of Commerce
- 2022 – 2024: UPCEA
- 2008 – 2009; 2019 – Present: St. Joseph, MO Chamber of Commerce