

VITA

I. Name: Donna M. Williams

Rank: Assistant Professor-Management
Chair – Undergraduate Programs

Tenure/Non-tenure: Tenure track

Department or Division: Business Administration

Year Joined the Institution: August 2012

Teaching Experience:

Areas of Involvement (in teaching)

August 2012 – Assistant Professor of Management, Alcorn State University, Alcorn State, MS
Teach – Business Computer Applications I, Operations Management, Strategic Management

2009-2012: Head/Assistant Professor of Management, Grambling State University, Grambling, LA
Taught - Management Principles and Policies, Organizational Theory and Design, Operations Management, Organizational Psychology, First Year Experience

II. Education Background (include fields of specialization)

Ph. D., Business Administration

Concentration: Management

Jackson State University, Jackson, Mississippi

M.B.A., University of Southern Mississippi, Hattiesburg, Mississippi

B.S.B.A., Major: Accounting, University of Southern Mississippi, Hattiesburg, Mississippi

III. Prior Experience not in Education

Delphi Inc., Clinton, Mississippi (1984-2009)

Finance Administrator

Developed manufacturing budgets, forecasted monthly labor and burden spending, prepared monthly financial reports for manufacturing supervisors, analyzed monthly plant reports for manufacturing review, prepared monthly profit and loss statement, reported monthly lean metrics, performed make vs. buy analysis, cost estimating for insourcing, completed annual internal control review questionnaire, evaluated suggestions for suggestion program, reviewed and approved purchase requisitions.

Six Sigma Black Belt- received industry certification in Innovative and Continuous Improvement Methodologies. Responsible for all financial analysis for all plants' Six Sigma projects

Lean Coordinator - Delphi Manufacturing Systems- Responsible for “lean” implementation, taught 5-S methodology, trained all Delphi employees in Workplace Organization (5S methodology)

Activity based costing (ABC)-used ABC to identify activities in the plant and assign the cost of each activity resource to products and services according to the actual consumption by each in order to generate the actual cost of products and services for the purpose of elimination of unprofitable and lowering prices of overpriced ones

Senior Accountant- Budgets/forecasting analysis for Mississippi operations

Auditor-Established audit procedures for Mississippi suppliers, set schedule for major audits at suppliers, maintained system of internal control, performed and analyzed audit test controls

General Accountant-Hourly Payroll-coordinated payroll compensation activity for 1200 hourly employees, ensured timely and correct payment of hourly employees, wrote payroll training manual for desk clerks, conducted training workshops for new clerks and supervisors

Accounts Payable-ensured timely payments of invoices, helped to computerized time and material invoices, disbursement analysis

IV. Professional memberships (include offices held)

Academy of Management
Society for Advancement of Management
Beta Gamma Sigma

V. Professional meetings attended

VI. Papers presented

“Students’ Perception of Learning Outcomes: Online versus Face to Face classes: A Case Study”, to be presented at Academy of Business Research Conference, New Orleans, LA, March 26, 2015.

“Building Students’ Confidence While Improving Their Collaboration and Learning Skills via Interactive Class Participation - A Case Study” to be presented at Academy of Business Research Conference, New Orleans, LA, March 26, 2015.

“Organizational Justice: A Study of a Manufacturing Organization” Academy of Business Research Conference, New Orleans, LA, March 14, 2012. Won “Best Paper” in the “Management” section

“Don’t Go...Stay a While: A Look at Grambling State University’s College of Business Retention Program,” Academy of Business Research Conference, New Orleans, LA, March 14, 2012. Won “Best Paper” in the “Education” section.

“Factors that Influence Expatriate Compensation Problems,” Presented at the Academy of Business Research Conference, New Orleans, LA, March 17, 2011. Won “Best Paper” in the International Management” section.

VII. Publications

“Factors that Influence Expatriate Compensation Problems,” Academy of Business Research Journal, Vol. I, 2011 (co-authored).

VIII. Other research activity

IX. Consulting

X. Professional growth activities

Office of Online Education-Alcorn State University – “Learning through Interactivity”
6th Annual Mississippi New Venture Challenge – Jackson, MS

XI. Seminars, training programs, etc., conducted for business and industry

XII. Professional presentations, speeches, etc.

August 13, 2010, “Management Efficiency in a Time of Diminishing Resources,”
Presented to Finance and Administration Dept., Grambling State University, Grambling,
LA

XIII. Institutional services performed

University committees:

Faculty Athletics Committee – member (2014)

Quality Enhancement Program (QEP) – “Writing Matters” Instructor (since 2014)

Student Appeal Process (SAP) committee – member (since 2014)

SACS Institutional Effective committee (2015)

1892 “125th anniversary committee – member (2015)

Department committees:

Strategic Planning

Curriculum

Faculty Research

Major Field Test (MFT)

Assurance of Learning (AOL)

XIV. Recognitions and honors

XV. Professionally related community activities

Forward Lookers Federated Club

Delta Sigma Theta Sorority

Knights of Peter Claver Ladies Auxiliary

American Heart Association

Relay for Life participant

American Diabetes Association