

CURRICULUM VITAE
2016
JOHN R. La LONE, MS-HR

BIOGRAPHICAL DATA**Name:** John R. La LoneSeptember 12, 2016**College:** Business Administration**Department:** MMAS**Date of appointment at Tarleton State University:** September 1, 2001.**Current Rank:** Assistant Professor **Years in Rank:** Sep 1, 2007]**Academic Training** (List highest degree first)

Degree	College or University	Dates of Attendance	Degree Date
MS-HRMG	Tarleton State University	1999-2000	2000
	Tarleton State University 30 Grad Semester hours in Areas taught	2007	N/A
BS-BA w/HR Minor	University of Central Texas	1997-1999	1999

Teaching or Related Experience (List in reverse chronological order)**Employer:** Texas A&M University-Central Texas**Title:** Assistant Professor**Dates:** September 2009 to Present

Brief Description of Duties: Teach 4-course workload each semester. Initiate and establish course parameters, monitor, supervise, advise, test and grade problem courses [GB486 and MGMT486] as required to assist students unable to acquire courses necessary to graduate on time. Initiate and establish course parameters, make on-site visits, monitor, supervise, advise, test and grade student "Internships-MGMT484," in an effort to assist students in gaining on-the-job managerial experience simultaneous with their completion of college course requirements. Prepare Syllabi for each course to set forth requirements and expectations for my students. Prepare instructional materials [MS.PPT, overheads, text, handouts, etc.] for use in classroom instruction. Prepare, grade and record examinations. Grade term papers, research papers, proposals, business plans, and oral presentations. Keep each student advised of his/her class standing. Advise students in selection of degree plan that will best help them to achieve their career goals. Teach seminars for both internal and external organizations seeking assistance. Verify eligibility of students seeking BAAS degree plan candidacy, prepare

supporting documentation and upload to Blackboard committee web-site for consideration.

Employer: Tarleton State University-Central Texas

Title: Assistant Professor

Dates: September 2007 to August, 2009

Brief Description of Duties: Teach 4-course workload each semester. Initiate and establish course parameters, monitor, supervise, advise, test and grade problem courses [GB486 and MGMT486] as required to assist students unable to acquire courses necessary to graduate on time. Initiate and establish course parameters, make on-site visits, monitor, supervise, advise, test and grade student “Internships-MGMT484,” in an effort to assist students in gaining on-the –job managerial experience simultaneous with their completion of college course requirements. Prepare Syllabi for each course to set forth requirements and expectations for my students. Prepare instructional materials [MS.PPT, overheads, text, handouts etc] for use in classroom instruction. Prepare, grade and record examinations. Grade term papers, research papers, proposals, business plans, and oral presentations. Keep each student advised of his/her class standing. Advise students in selection of degree plan that will best help them to achieve their career goals. Teach seminars for both internal and external organizations seeking assistance.

Employer: Tarleton State University-Central Texas

Title: Instructor

Dates: 2001 to 2007

Brief Description of Duties: Teach 4-course workload each semester. Initiate and establish course parameters, monitor, supervise, advise, test and grade problem courses [GB486 and MGMT486] as required to assist students unable to acquire courses necessary to graduate on time. Initiate and establish course parameters, make on-site visits, monitor, supervise, advise, test and grade student “Internships-MGMT484,” in an effort to assist students in gaining on-the –job managerial experience simultaneous with their completion of college course requirements. Prepare Syllabi for each course to set forth requirements and expectations for my students. Prepare instructional materials [MS.PPT, overheads, text, handouts etc] for use in classroom instruction. Prepare, grade and record examinations. Grade term papers, research papers, proposals, business plans, and oral presentations. Keep each student advised of his/her class standing. Advise students in selection of degree plan that will best help them to achieve their career goals. Teach seminars for both internal and external organizations seeking assistance.

Employer: Tarleton State University-Central Texas

Title: Adjunct Instructor

Dates: Summer Semester, 2001

Brief Description of Duties: Taught 2-courses, Business Correspondence and Operations Management. Prepared Syllabi for each course to set forth requirements and expectations for students. Prepare instructional materials [MS.PPT, overheads, text, handouts etc] for use in classroom instruction. Prepare, grade and record

examinations. Grade term papers, research papers, proposals, business plans, and oral presentations. Keep each student advised of his/her class standing.

Employer: Tarleton State University-Central Texas

Title: Graduate Teaching Assistant

Dates: Spring Semester, 2001

Brief Description of Duties: Taught 2-sections of Production and Operations Management. Prepared Syllabi for each course to set forth requirements and expectations for my students. Prepared instructional materials [MS.PPT, overheads, text, handouts etc] for use in the classroom instruction. Prepared, graded and recorded examinations. Graded term papers, research papers, proposals, business plans, and oral presentations. Keep each student advised of his/her class standing. Prepared and submitted course grade-book.

TEACHING

1. COURSES TAUGHT:

- a. GBK 301, Business Communications (Formerly GBK 312)
- GBK 344, Global Business Environment (Formerly GBK 444)
- GBK 401, Business Ethics (Formerly MGTK 407)
- GBK 459, Business Strategy
- MGTK 301, Principles of Management
- MGTK 302, Personnel/HR Management
- MGTK 303, Supervisory Management
- MGTK 304, Small Business Management
- MGTK 350, Organizational Behavior and Administration
- MGMT 412, Entrepreneurship
- MGMT 421, Production and Operations Management
- MGMT 484, Internship-Management
- MGMT 486, Management Problems Course(s)

2. TEACHING TECHNIQUES AND MATERIALS:

- a. Created "*MS.PowerPoint presentation*" covering all chapters of the text used in MGMT407 Business Ethics. My *MS.PowerPoint presentation* was adapted in 2001. It was used by 3 adjunct faculty members and myself for over two years [until Summer 2004]. Text used: Trevino, Linda K. and Nelson, Katherine A. (1999). Managing Business Ethics: Straight Talk About How to Do It Right (2nd ed.) New York: John Wiley and Sons. At the time, there were no support materials available for use with this text.
- b. Created "Test Bank" covering all chapters of the text used in MGMT407 Business Ethics. My "Test Bank" was adapted in 2001. It was used by 3 adjunct faculty members and myself for over 2-years [until Summer 2004]. Text used: Trevino, Linda K. and Nelson, Katherine A. (1999). Managing

Business Ethics: Straight Talk About How to Do It Right (2nd ed.) New York: John Wiley and Sons. At the time, there were no support materials available for use with this text.

4. IMPROVEMENT OF TEACHING:

- a. Participated in all Texas A&M University-Central Texas forums and workshops (When not in conflict with class schedule).
- b. Many students stated that they were having difficulty retaining business specific buzzwords, their definitions, and what as involved.
 - (1). Adjusted my teaching style based on formal student evaluations. Developed scenarios that build-up from the buzz word(s) to their definition, and combining a number of the buzzwords and definitions to stories that explain both definition and what is involved in each area. My students have commented “that these scenarios are a great help to them in memory retention and recall.”
 - (2). Dr. Randall Florey and I discovered a similarity between all MGMT301-Principles of Management and MKTG 314—Principles of Marketing textbooks. Texts for both of these areas use many of the same buzz words. But each a) defines the term, and b) explains what is involved based upon the direction/content [management or marketing] of the text. Dr. Florey is no longer with us but still advise our students to enroll in these two courses during the same semester. The result appears to be better retention of the material, better recall of the buzz words, their definition, and what is involved from both the management and marketing standpoints.

5. OTHER:

Selected as Master Professor of Business Strategy by Glo-Bus strategy company in 2110.

6. SERVICE

UNIVERSITY SERVICE:

- a. Member of Tarleton State University’s Library committee for the last 2002-2007.

Member of, and participated in, Texas A&M University-Central Texas-Undergraduate Advisory Committee. 2015-2016.

Participated, with Dr. Randal Florey, in the development of a mentoring program for new *full-time* faculty members in the MMAS department at Tarleton State University-Central Texas.

Participated with Dr. Randal Florey in the development of a mentoring program for new and current *adjunct* faculty members in the MMAS department at Tarleton State University-Central Texas. We adapted this program for the Fall Semester 2003. We have mentored eight adjunct faculty members using this program and have enjoyed a good deal of success. Used from 2003 to 2008.

** Participated with Dr. Randal Florey in the enhancement of this program for use with all new faculty and adjunct faculty members at Tarleton State University-Central Texas.

Member of, and participated in Management and Marketing Department Curriculum Committee. 2015-2016.

Attended Joint Service Transcript (JST) Prior Learning Assessment Conference at Central Texas College--Aug 3, 2016.

Participated in all of Tarleton State University-Central Texas' "Strategic Planning" sessions. 2001-2009.

Participated in all of Texas A&M University-Central Texas' "Strategic Planning" sessions. 2009-Present.

Pursued, and spearheaded, the development of an Internship program for Tarleton State University-Central Texas' (2002) MMAS Department. And, continue to provide such Internships for students at Texas A&M University-Central Texas. (2002-Present)

Participated in all Tarleton State University-Central Texas' graduation ceremonies. 2001-2009.

Participated in all Texas A&M University-Central Texas' graduation ceremonies. 2009-Present.

Participated in [member] Tarleton State University-Central Texas' residency documentation requirements committee. 2005-2009.

Claimed and presented Alpha Chi invitations to inductees majoring in business. 2001-2009.

Advisory board member for Tarleton State University-Central Texas' Business and Marketing Association student group. 2004-2009.

Advisory board member. Texas A&M University-Central Texas' Business Professionals of America, and Business and Marketing Association student associations. 2009-2013.

Advisory board member for Central Texas College's "Students in Free Enterprise" student group. 2006-2011.

Presenting research Paper [Retiree Remorse] Mar 2017, at FBD-SWAN Conference.

b. Academic Advisement:

Responsible for providing initial "Faculty Advisement" for half of new COBA students seeking BAAS degree plans.

Help students to determine which degree plan will best meet their needs. Prepare degree plan [or plans] for them, and prepare on-course substitution forms for courses transferred in from other colleges but the course number and/or course title is a mismatch. Guide students through enrollment in required courses and selection of courses in a manner most conducive to completing their degree in a timely fashion.

Remind students to keep enrolling in those junior college courses that they have not completed. Ensure that students have submitted a concurrent enrollment form when taking courses simultaneously at Texas A&M University and at a junior college. Require students to submit transcripts every second semester from the junior college they are attending to assist in keeping student records current.

Currently, meet with an average of over one hundred and twenty students per semester, as follows:

Thirty-two percent of my advisory time is used advising new Texas A&M University Management and Marketing department students [and current students] requiring all of the efforts described above.

Thirty percent of my advisory time is used advising students currently pursuing their degree at Texas A&M University.

Five percent of my advisory time is used for advising current students who wish to declare a minor.

Fifteen percent of my advisory time is expended to assist students with class scheduling, academic problems, and helping graduating seniors get into

courses that just are not available or conflict [time and date] with other courses which they must also complete to graduate.

Three percent of my advisory time is expended recommending high caliber graduating senior's that they start consider going on for a graduate degree, and guiding them through available Texas A&M University graduate degree programs.

Seven percent of my advisory time is expended writing letters of recommendation for Tarleton State University students who are submitting applications to pursue either a Graduate or Post-Graduate degree.

Five percent of my advisory time is expended writing letters of recommendation for Texas A&M University students who are attempting to obtain college scholarships.

Two percent of my advisory time is expended in interviewing students wishing to pursue a college level Management Internship. This time is divided between: Reviewing their qualifications, explaining what is involved in completing an Internship, helping them to process their application, performing site visits, and grading their completed internship packets.

Three percent of my advisory time is expended helping students with learning difficulties, reviewing resumes and cover letters and assisting them with other course related difficulties.

1. Developed and presented three 1.5 hour seminars for Texas A&M University-Central Texas' Business and Marketing Association.
 - a. One seminar on "Cover letters, Resumes, Reference Sheets, and Interviews."
 - b. One Seminar on "The Job Search Process."
 - c. One seminar on "Conflict Resolution."
2. Participated in Tarleton State University-Central Texas' articulation committee.
3. Acted as catalyst to establish a Small Business Development Center at Tarleton State University-Central Texas:
 - a. Met with Ron Beck to obtain information on how to develop a Small Business Development Center at TSUC-CT
 - b. Participated in meeting with Dr. John Idoux, Dr. Steve Vitucci, Dr. Randall Florey, and Ron Beck to develop a Small Business Development Center at TSUC-CT.
 - c. Arranged and participated in follow-up video conference with Dr. Randall Florey, Dr. Ruby Barker, and Ron Beck to further establish boundary's for establishing a Small Business Development Center at TSUC-CT.
 - d. In light of the fact that Central Texas College already has a Small Business Development Center, we are now coordinating with Dr. John Frith to avoid

- duplication of programs and/or efforts. We are still pursuing the establishment of this valuable program at TSUC-CT.
- e. Met with Dr. John Frith, Business Department Head-Central Texas College [August, 2004] to ensure that we do not duplicate efforts already being addressed.
 - f. Currently, arranging a meeting with Mr. Marcus Carr— Director of Central Texas Business Resource Center-Killeen to ensure that we do not duplicate efforts already being addressed by his organization.
 - g. Pursued, and participated in, the development of an Internship program for Tarleton State University-Central Texas' MMAS Department.
 - h. Read 9 books, 32 magazine/journal articles, and over 100 Internet articles on International Business: the ever-expanding global marketplace.
 - i. Read 11 books, 34 magazine articles, and 60 Internet articles on Business Communications.
 - j. Read 7 books, 41 magazine articles, and 73 Internet articles on Business Strategy.

Goals 2016-2017:

1. Attend, and Present research paper [Retiree Remorse], at 2017 FBD-SWAM Professional Development Conference, and wish to again attend those parts of the conference in Business Communication, Organizational Behavior, and Business Strategy.
2. Complete design and development and of an On-Line course. And ensure it meets all "QM Standards."
3. Continue advising Students for:
 - Bachelor of Arts and Applied Science degree plan.
 - Bachelor of Science Applied Science [BA concentration] degree plan.
 - Bachelor of Science in Business Administration degree plan.
 - Bachelor of Science Interdisciplinary-Business degree plan
 - And others, as needed.
7. Memberships:
 - FBD-SWAM
 - SHRM
 - Full Gospel Fellowship of Churches and Ministers International [Ordained].
8. Teach fifteen hours of General Business and Management courses each semester.
9. Work with Jessica Robin and select replacement text for Business Communications.

10. Once we have selected our new Business Communications text, create videos for all chapters, for use in this and other courses. And, to have subtitles added to them.
11. Continue to seek out more businesses that will partner with us in providing college internships.
12. Student Organizations:
 - ❑ Seek out an advisory position with a Texas A&M University-Central Texas' student organization.
 - ❑ Continue to provide seminars on various subjects for Texas A&M University-Central Texas' student organizations.
 - ❑ Provide advisory and teaching assistance [mentoring] to Texas A&M University-Central Texas' newly hired full-time faculty members as requested.
 - ❑ Provide advisory and teaching assistance to Texas A&M University-Central Texas' newly hired adjunct faculty members as requested.
 - ❑ Provide seminars and teaching assistance to Killeen's Texas Workforce Center.
13. Committees:
 - ❑ Continue membership and participation in Texas A&M University-Central Texas' Undergraduate Advisory Council.
 - ❑ Continue membership, and participation, in our Management and Marketing department curriculum committee.
 - ❑ Continue membership and participation in Texas A&M University-Central Texas' BAAS and BS-APSC committee.
 - ❑ Pursue participation on other committees.
13. Remain current on the ever-changing environment of management, general business, human resources management, entrepreneurship, and marketing.