

JAMES A. MEEK, Ph.D.

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SUMMARY

Educator seeks to advance student learning and success

- **Teaches** well-received courses to traditional and non-traditional students
- Provides **leadership** for academic programs, curricula, and faculty
- **Manages** schedules, curricular requirements, policies, and procedures

Administrator helps organization fulfill its mission and serve students well

- Provides leadership for strategic **planning**
- Designs, diagnoses, and strengthens organizational **systems** to improve performance
- Collects and analyzes **data** to improve decisions and document effectiveness
- Oversees **program review**, with special attention to **assessment** of student learning
- Maintains accreditation and ensures **compliance** with internal policies and external requirements

EDUCATION AND ORDINATION

Ph.D. Concordia Seminary, St. Louis, Missouri (New Testament), 2005

Th.M. Westminster Theological Seminary, Philadelphia, Pennsylvania (New Testament), 1981

M.Div. Westminster Theological Seminary, Philadelphia, Pennsylvania, 1976

B.A. Rice University, Houston, Texas (English), 1972

Ordained Teaching Elder, Presbyterian Church in America, 1981

EDUCATIONAL AND ADMINISTRATIVE EXPERIENCE

Dean of the Seminary and Associate Professor of New Testament (2012–2014)

Erskine Theological Seminary, Due West, South Carolina

Provided leadership for academic programs, faculty, student services, and external relations

- Developed badly needed data analyses for administration and Board
- Drafted new strategic plan and recruitment strategy
- Remedied accreditation deficiencies and maintained seminary's accreditation
- Revised and simplified student learning outcomes and assessment plan
- Simplified complex policies, procedures, and curricula
- Extensively revised and simplified *Catalog* and *Faculty Handbook*

Assistant to the President for Planning and Assessment (2006–2011)

Lock Haven University, Lock Haven, Pennsylvania

Provided leadership for strategic planning and assessment of student learning and institutional effectiveness; supervised institutional research office; served as member of President's Senior Staff

- Provided leadership and support for assessing student learning in programs and general education
- Coordinated process for annual review of academic units, including assessment of student learning
- Developed data analyses to inform strategic planning and program review
- Prepared reports and analyses for internal and external constituencies (including state system)
- Maintained institutional accreditation and served as co-chair of institutional self-study
- Served on team that implemented school's first assessment management software program
- Chaired enrollment management steering committee and served on committees including strategic planning, assessment, strategic planning, enrollment management, website, and facilities

Independent Consultant (2003–2006)

Self-Employed, St. Louis, Missouri and Pittsburgh, Pennsylvania

- Assisted theological schools in identifying educational goals and assessing student learning

Associate Dean for Academics and Dean of Academic Administration (1990–2003)

Covenant Theological Seminary, St. Louis, Missouri

Provided leadership for academic programs under the Dean/Vice President for Academics (including three semesters as interim dean) serving 900 students, coordinating work of 50 full- and part-time faculty and staff, and managing \$2 million budget

- Implemented initial student records and degree audit modules of school's first ERP system, registering students four months ahead of vendor estimate
- Developed and implemented school's first plan for assessing learning and institutional effectiveness
- Developed, published and administered academic policies and academic student discipline
- Supervised Registrar's Office; evaluated requests for transfer credit and advanced standing; coordinated registration and graduation
- Reorganized and expanded web site, tripling pages (to 200) and adding ecommerce capability
- Wrote successful grant applications and managed funded projects
- Served on committees responsible for curriculum, admissions, financial aid, student grievances, distance education, technology, communications, several degree programs, and President's Cabinet

Assistant Professor of Bible (1995–2003) and Adjunct Professor (1991–1994)

- Developed and taught courses in biblical studies, communication, and Greek to 5–75 adult students

Selected Professional Activities

- Member of Evangelical Theological Society (since 1999), member of the Society of Biblical Literature (since 2000), and fellow of the Institute for Biblical Research (since 2008)
- Invited consultant to the Character and Assessment of Learning for Religious Vocation Project, Association of Theological Schools (2004–2006)
- Member of evaluation teams for Association of Theological Schools and other agencies (1997–2010)

MINISTRY EXPERIENCE

Occasional Ministry (1996–present)

St. Louis, Missouri; Lock Haven, Pennsylvania; Anderson, South Carolina

- Preached and taught in area churches (sample audio at www.onegreatstory.com/sermons.html)
- Supply preaching for Oakwood Presbyterian Church, State College, Pennsylvania (2011–2012)
- Small group leader for Big Woods Bible Church, Lock Haven, Pennsylvania (2010–2012)
- Volunteer leadership for New Life campus ministry, Lock Haven, Pennsylvania (2007–2010)
- Taught up to 100 adults for Twin Oaks Presbyterian Church, St. Louis, Missouri (1996–2003)

Church Planter and Pastor (1981–1990)

Covenant Presbyterian Church, Lafayette, Louisiana

- Recruited core group, trained leaders, and taught members
- Organized and led small group Bible studies for couples and men from church and community

Other Ministry Experience

- Served as Ruling Elder (1978–1981) and Clerk of Session (one year), directed church small group program (three years) and high school group (two years), taught adult and youth classes, and preached
- Led Administrative Committee as Stated Clerk of Presbytery (1988–1990) in reducing quarterly meetings by two hours, cleaning up two-year backlog of minutes, and revising standing rules
- Actively participant in presbytery (1981–present)
- Taught and disciplined students as volunteer leader with InterVarsity Christian Fellowship (1969–1977)

ADDITIONAL INFORMATION

Complete CV with publications available at www.onegreatstory.com/jim.html