

**Teresa Taylor Sekine**  
Associate Professor, Clinical  
633 Owen Street  
Lafayette, IN 47905

## **EDUCATION**

Ph.D. in Education, The University of Alabama, Tuscaloosa, AL, 1994  
Major: Instructional Leadership  
Minor: Educational Research

M.A. in English Language and Literature, Indiana State University, Terre Haute, IN, 1978  
Major: English  
Minor: Political Science

B.A. in Political Science, California State University, Chico, CA, 1974

## **PROFESSIONAL EXPERIENCE**

### **Purdue University. Krannert Graduate School of Management**

Clinical Associate Professor of Management

#### **Administration**

##### **Area Coordinator for Managerial Communication Skills (MCS)**

- Responsible for every aspect of managerial communication program
- Provide interdisciplinary support for other university departments
- Assist first and second year students with MBA case competitions
- Arrange course schedules and class agendas
- Conduct weekly staff meeting with MCS staff
- Evaluate instructor performance and give feedback
- Serve as liaison for student instructor issues
- Represent the Krannert Graduate School of Management in managerial communication issues and concerns

#### **Teaching**

##### **Mgmt. 692: Management Communication Skills (MCS)**

- Teach four-five sections of Mgmt. 692: Managerial Communication Skills as part of core curriculum
- Designed all course materials
- Co-authored the text for the course
- Remained on the Distinguished Teacher's List every semester since joining the teaching staff for Mgmt. 692 in 1995
- Meet regularly to help students one-on-one to develop professional documents

**Mgmt. 690: Advanced Management Communication**

- Teach two sections of Mgmt. 690: Advanced Management Communication
- Design all course materials related to course
- Co-authored the text for the course, originally; now use course pack and other texts
- On the Distinguished Teacher's List every semester since teaching course
- Meet regularly to help students one-on-one to develop professional presentations (organization, media, emotional and logical arguments, audience analysis)

**Mgmt. 690: Advanced Management Communication for Weekend MBA**

- Teach Mgmt. 690: Advanced Management Communication to Weekend MBA students
- Design all course materials related to course
- Wrote the course pack for the course
- On the Distinguished Teacher's List since teaching course
- Meet regularly to help students one-on-one to develop professional presentations (organization, media, emotional and logical arguments, audience analysis)

**Mgmt 690: Presentation/Speaking Skills for Executive Ed**

- Taught Mgmt. 690 during summer of 2013 as part of the Executive Education program
- Designed all assignments and class materials, including text
- Worked with support staff to offer an online/in-residence hybrid class; all sessions on line for module with one week “in-residence”
- Asked to teach the class again in 2014, 2015, and 2016

**TMI 2015: Executive Communications**

- Taught class during fall of 2015—joint collaboration between College of Engineering and Krannert School of Management, Purdue.
- Designed appropriate materials for iTAP managers
- Asked to teach the class again in 2016 (if class is offered)

**Mgmt 691: Advanced Case Analysis**

- Teach Mgmt. 690: Advanced Case Analysis as an independent study course
- Work with individual team members on their presentation skills and content
- Accompany the team to The Ohio State University Big-10 competition and to the Illinois Strategy MBA Case Competition during Spring semester

**Mgmt 690: Advanced Case Analysis II**

- Teach Mgmt. 690: Advanced Case Analysis II is an independent study course
- Work with individual team members on their presentation skills and content
- Accompany the teams to various MBA case competitions, most recently to Wake Forest Annual Marketing Summit MBA Case Competition

### **Mgmt 690: Entrepreneurial Communication**

- Taught Mgmt. 690 during summer of 2013 as part of the *Global Entrepreneurship Program(GEP)*
- Designed course and oversaw all aspects of Mgmt. 690.
- Culminated in a final Elevator Pitch Contest

### **Mgmt. 690: Business Writing**

- Coordinator of Mgmt. 690: Business Writing as an elective course
- Design and oversee all writing assignments for 690
- Work one-on-one with new instructor to perfect business writing assignments
- Taught class for 15 years; remained on Distinguished Teacher's List every semester

### **Mgmt. 590: Advanced Business Writing**

- Coordinator of Mgmt. 590: Advanced Business Writing as an elective course
- Designed and oversaw all writing assignments for 590
- Meet one-on-one with new instructor to perfect new business writing assignments
- Taught class for 15 years; remained on Distinguished Teacher's List every semester

### **Purdue University. Department of English**

Instructor of Business Writing: English 420; Freshman English: 101, 102, and 103, 1993-1996

### **The University of Alabama. Department of Educational Leadership**

Supervisor for Student Teachers in Secondary Education, 1990-1991

Graduate Research Assistant in Administration and Educational Leadership, 1988-1990

### **Indiana University-Purdue University. Indiananolis. Department of English**

Instructor of English Composition, 1997-1998

### **Yamaguchi University, Yamaguchi, Japan, Department of English**

Instructor in British Literature and English Composition, 1982-1984

### **Baiko Jo Gakuin College. Shimonoseki, Japan, Department of English**

Visiting Professor of English Literature and Instructor of History, 1979-1982

### **Associations**

The Association for Business Communication

Phi Delta Kappa

Association for Japanese Literary Studies

American Association of University Women

International Federation of University Women

## **Research and Publications**

The Business of Speaking and Writing, 11<sup>th</sup> Ed., 2009, Jefferson Smith Training and Consulting, UT (co-author).

The Business of Speaking and Writing, 7<sup>th</sup> Ed., 2004, Thomson Publishing, OH (co-author).

The Clerical Characters of Robert Browning, Studies in English Literature, Journal of Baiko Jo Gakuin College, 15, 1979, Shimonoseki: Baiko Jo Gakuin College, 205-222

## **Ph.D. Dissertation**

An Ethnographic Study: Emerging Characteristics of Female Administrators at a Major Midwestern Research Institution, 1994, Ann Arbor, UMI No. 9429263, 157pgs.

## **Other Publications**

Book Review in 2014 of Price, D.: *Well said! Presentations and Conversations That Get Results*. New York, NY: AMACOM, American Management Association, 2012, 242 pp. in the International Journal of Business Communication, SAGE Publications, October, 2014: 409-410 pp.

## **National/International Recognition**

### **Board of Directors and Officer**

Board of Directors—Association for Business Communication (ABC). Re-appointed to term for 2014-2018, after previously serving from 2010-2014. Information on ABC, an organization in its 75<sup>th</sup> year can be found at the site below. It has over 700 members in nine regions: Canada; Asia and the Pacific; Caribbean, Mexico, Central and South America; Europe, Africa, and Middle East, as well as five regions in the United States. It is an “international, interdisciplinary organization committed to advancing business communication research, education, and practice.” <http://www.businesscommunication.org/>

Vice President, Regional (Midwest)—Association for Business Communication. Re-elected for 2014-2018 term by members, I served previously from 2010-2014. This region is the largest of the regions in the United States: ND; SD; NE; KS; MN; IA; MO; WI; IL; IN; MI; OH; and KY. Responsibilities include tracking and updating the member list, attending Board of Directors meetings/functions, and chairing a session for members at the annual conference.

## **Conference Organization**

### **Co-chair and on Planning Committee for 2016 Conference**

I am the co-chair and on the planning committee for the Midwestern/Southeastern Association for Business Communication (ABC) Conference. It will be held in St. Louis, MO, in April, 2016. Proposal deadline was January 31, 2016; since the conference will include two regions, we expect it to have a lot of participants. We are planning to have panels, individual sessions, and poster sessions. As VP of one of the regions, as well as co-chair, I have been heavily involved in all stages of the conference.

### **Planning Committee for 2014 Conference**

I was on the Planning Committee for the Midwestern Association for Business Communication (ABC) Conference. It was held in Minneapolis, MN, at the Opus College of Business at the University of St. Thomas in April, 2014. I was asked to give the Opening Remarks for the conference. The theme was “Into the Wilds of Business: Understanding Organizational Voices and Practices, and Translating to the Classroom.”

### **Co-chair and on Planning Committee for 2013 Conference**

It was held in Louisville, KY, in March 2013. Approximately 70 attendees contributed and I gave the Opening Remarks. I was involved from the beginning; it was my idea to team up the two regions. The theme for the conference was: Race to the Future. This theme suggests a number of significant questions, including:

- What is the future of business communication pedagogy and practice?
- What are the implications for the recent and accelerated pace of message delivery systems?
- How have contemporary issues and technological advances reshaped legal and ethical perspectives?
- Will changes in the governance of higher education influence our teaching and scholarship?
- What is the vision for corporate partnerships of the future?

### **Review Board/Reviewer**

Board Member, The Editorial Review Board for annual Proceedings of The Association for Business Communication, 2009-2016.

Reviewer, *Annual Proceedings of ABC-SWUS* of The Association For Business Communication,

Southwest, 2012.

Reviewer, *Annual Proceedings of ABC-SEUS of The Association For Business Communication*, Southwest, 2011.

Reviewer, *Journal for Research and Business Information Systems* annual Proceedings of The Association of Business Information Systems, 2011.

Reviewer, Business Communication: Polishing Your Professional Presence. B. Shwom and L. Snyder, Prentice Hall, N.J., 2011.

### **Research Presentations**

*International Issues in Research Collaboration and Overseas Teaching*, International Issues The Association for Business Communication, International Conference, Seattle, Washington, Fall, 2015.

*Internationalizing through Collaboration in Research and Overseas Teaching*, International Issues Panel, The Association for Business Communication, International Conference, Philadelphia, PA, Fall, 2014.

*Audience Analysis and Feedback: The Future of Regional Conferences*. The Association for Business Communication, Minneapolis, MN, Spring, 2014.

*Lessons Learned in Case Competitions*, The Association for Business Communication, International, New Orleans, Louisiana, Fall, 2013.

*Enrich your ABC Experience*, International Issues, The Association for Business Communication, International, New Orleans, Louisiana, Fall, 2013.

*Interpersonal Communication (Racing to the Future)*, Session Chair, The Association for Business Communication, Louisville, KY, Spring, 2013.

*Organizational Communication (Racing to the Future)*, Session Chair, The Association for Business Communication, Louisville, KY, Spring, 2013.

*Company Annual Report: Evaluating the Essentials*, The Association for Business Communication, International, Honolulu, Hawaii, Fall, 2012.

*The Executive Summary: The Ethical Dilemma Gets a New Twist*, The Association for Business Communication, International, Honolulu, Hawaii, Fall, 2012.

*Teaching Opportunities Outside Your Borders*, The Association for Business Communication,

International, Honolulu, Hawaii, Fall, 2012.

*Helping Our MBA Students to Enhance Their Presentation Skills*, Global Advances in Business Communication, Ypsilanti, MI, Summer, 2012.

*Crisis Communication in the MBA Classroom: A Step-by-Step Approach*, Federation of Business Disciplines and Association for Business Communication, New Orleans, LA, Spring, 2012.

*Social and Electronic Media*, Session Chair, Federation of Business Disciplines and Association for Business Communication, New Orleans, LA, Spring, 2012.

*Teaching Business Proposals: A Step-by-Step Process for Success*, The Association for Business Communication, International Montreal, Canada, Fall, 2011.

*Enjoy Teaching Beyond Borders: How to Adapt Instructional Methods*, The Association for Business Communication, International, Montreal, Canada, Fall, 2011.

*Career Interviews: MBA Students Need Help, Too.* Federation of Business Disciplines and Association for Business Communication, Houston, TX, Spring, 2011.

*Elevator Speech: Helping Students "Sell" Themselves and Their Ideas*, The Association for Business Communication-Annual, Chicago, IL, Fall, 2010.

*Teaching Our Students to Enhance Their Presentation Skills (and Having Fun at the Same Time)*, Federation of Business Disciplines and Association for Business Communication, Dallas, TX, Spring, 2010.

*The Challenges of MBA Case Competitions.* The Association for Business Communications-Annual, Portsmouth, VA, Fall, 2009.

*Journal Writing in the MBA Classroom: Making Connections to Current Business Issues.* The Association for Business Communications, Atlanta, GA, Spring, 2009.

*From Complex to Simple: Teaching the MBA Student to Simplify the Message.* Federation of Business Disciplines/The Association for Business Communication, Oklahoma City, OK, Spring, 2009.

*Students As Consultants: An International Team Assignment.* The Association for Business Communication, Columbia, SC, Spring, 2008.

*Bonding through Books and Coffee: Reaching Our Female MBA Students.* The Association for Business Communication, Columbia, SC, Spring, 2008.

*Teaching Your MBA Students to Publish.* The Association for Business Communication 72nd Annual International Convention, Washington, D.C., Fall, 2007.

*Rightsizing the Task for International MBA Students.* The Association for Business Communication, Washington, D. C., Fall, 1997.

*Workplace Communication: Does Gender Matter?* The Association for Business Communication, Chicago, IL, Fall, 1996.

*Business Attire for the Global Marketplace: Practical Guidelines for Business School Students.* The Association for Business Communication, Toronto, Canada, Spring, 1996.

*Employment Portfolios in the Nineties: Evaluation,* The Association for Business Communication, Indianapolis, IN, Spring, 1995.

*Ethnography and Rapport: The Personal Interview,* Graduate Research Student Colloquium, The University of Alabama, Tuscaloosa, AL, Spring, 1990.

*Wordsworth: The Man and His World,* Faculty Colloquium, Yamaguchi University, Yamaguchi, Japan, Fall, 1983.

*Browning: The Complex Character of the Cleric,* Faculty Colloquium, Baiko Jo Gakuin College, Shimonoseki, Japan, Fall, 1983.

*Shakespeare: The Portrayal of Womanhood in Macbeth,* Faculty Colloquium, Baiko Jo Gakuin College, Shimonoseki, Japan, 1981.

## **ACADEMIC AWARDS AND HONORS**

**Krannert Distinguished/Outstanding Teacher**, 1995; 1996; 1997; 1998; 1999; 2000; 2001; 2002; 2003; 2004; 2005 ; 2006; 2007 ; 2008; 2009; 2010, 2011, 2012; 2013; 2014; 2015 (Both Fall and Spring semesters)

**English Department's Excellence in Teaching for Eng. 420: Business Writing**, 1994; 1995; 1996.

## **SERVICE**

### **University/Community Oriented Service**

**Community Standards Board Member, 2013-2016**



In the Spring, 2013, I became a member of the Purdue University Community Standards Board, organized by the Office of Student Rights and Responsibilities. We hear “student conduct cases that could result in suspension or expulsion for the charged student.” Our recommendations are sent to the Dean of Students. It is a three year term.

### **Undergraduate Policy Standing Committee**

### **Krannert Master’s Council**

**United Way Team Leader**, 2008-2015

**STAR Committee**, Member, 2013-present

**Assurance of Learning Committee**, Member, 2008-2012.

**Committee for Schedule Deputy Final Interview**, Krannert, Summer, 2011.

**Graduate Women in Business**, Advisor, 2007-present.

I worked closely with students in order to move to national standing (NAWMBA) from our Krannert Club (GWIB). This entailed working on our mission statement and creating an organization lay-out. A description of officers (President, Vice-president of Finance, Vice President of Communications, Vice President of Social Events, and Vice President of 1st Year Relations) was detailed.

In Fall of 2009, we ran a highly successful Dress for Success clothing drive. NAWMBA members collected business attire to help women enter/re-enter the workforce. This philanthropic drive was linked to offices in Indianapolis that offer interview skills and other needed services. We continued this drive during Fall of 2010, 2011, and in 2015.

**Toastmasters International, Krannert MBA Chapter**, Advisor (2009-present)

I was instrumental in helping Krannert get Toastmasters off and running at Krannert. This club has become an official Purdue University Student Club.

**Krannert Language Club**, Advisor

A newly formed club at Krannert, this club is dedicated to teaching language to other students. Currently, these languages are being taught: Japanese; Chinese; German; English; French; Spanish; Portuguese; Korean, and Arabic. All classes are taught by Krannert Masters’ Students.

**School Grievance Committee, Member, 2007-2009.**

**Krannert Diversity Weekend.** Faculty Round Table, November 7-8, 2008.

**Search Committee Chair for Faculty member for MCS in 2015 and Search Committee Member for MCS Faculty members in 2005 and 2009.**

**Editorial Assistance,** Newsletter for the Association for Japanese Literary Studies, 1994-2013.

**Editorial Assistance,** Proceedings of the Association for Japanese Literary Studies, Vols. 1-9, 1994-2010.

**Editorial Board Member,** Reader Advisory Panel, The Lafayette Journal and Courier, 2000-2001.

**Lafayette School Corporation, Murdock Elementary School Community Council,** 2000-2002.

**English Tutor,** Subaru Employees and Families, 1994-2004.

**Dean's Scholar Program,** School of Liberal Arts, Purdue University, 1995.

**Honors Option Course Instructor** for Engl. 420, 1995.

## **Student and Staff Engagement**

**Coach** for Krannert team for Wake Forest Annual Marketing Summit MBA Case Competition, held at Wake Forest, April, 2015

- Worked with individual team members on their presentation skills and competition strategy: I taught MGMT 690 (Advanced Case Analysis II) to enrolled students
- Traveled to Wake Forest with the team during April for the competition

**Coach** for Krannert team for The Big-10 MBA Case Competition, 2000-2016

- Select graduate team to represent Krannert Graduate School of Management for The Ohio State University Big-10 Competition
- Work with individual team members on their presentation skills and competition strategy. A one-credit class (Mgmt. 691: Competition Strategy) is offered to facilitate learning of case analysis and presentation

- Travel to The Ohio State University with the team during April
- 1<sup>st</sup> Place in 2010; 3<sup>rd</sup> Place 2011; 3<sup>rd</sup> Place in 2011; and 2<sup>nd</sup> Place in 2012

**Coach** for Krannert team for The University of Illinois MBA Strategy Case Competition, 2008-2016

- Select graduate team to represent Krannert Graduate School of Management for The University of Illinois Strategy University Big-10 Competition
- Work with individual team members on their presentation skills and competition strategy
- Travel to The University of Illinois with the team during February
- 3<sup>rd</sup> place in 2013, 2014, and 2015

**Coach** for Krannert team for The John Molson International MBA Team Competition held in Montreal, Canada, 2009, 2010, 2011 2012, and 2013

- • Work to prepare team for competition: focus on competition strategy. A one-credit class (690: Advanced Case Analysis) is offered to facilitate learning
- • Travel to Montreal to compete in international competition (36 countries) during January
- • Coach team through five round-robin cases: Krannert's team attained semi-final status in 2009, 2010, 2011, and 2012

**Judge** for MBA Case Competitions and Speech Contests

- Toastmasters Speech Competition, February 24, 2015.
- School of Management Council Case Competition, November 14, 2015.
- The Women in Management: MGMT 390 “Honor the Women” Poster Competition, December 2, 2015.
- OBHR 330 Case Competition, April 16 and April 21, 2014.
- Krannert Launch MBA Case Competition, August 21, 2014
- Leadership Communication Center Case Competition, April 4, 2013.
- Cognizant Business Consulting Qualifying Case Competiton, September 10, 2012.
- Ernst and Young Qualifying Case Competition, March 23, 2012. Krannert placed 2<sup>nd</sup> in the final competition.
- Global Supply Chain Management Qualifying Case Competition, November 15, 2010.
- Krannert Inter-club Case Competition, sponsored by Proctor and Gamble, Shell, and KGSA, November 22-23, 2009.
- Global Supply Chain Management Qualifying Case Competition, November 13, 2009.
- Krannert Inter-club Case Competition, sponsored by Proctor and Gamble and KGSA, November 6-7, 2008.
- Global Supply Chain Management Qualifying Case Competition, November 14, 2008.
- Krannert Inter-club Case Competition, sponsored by Proctor and Gamble and KGSA, October 19, 2007.

- Global Supply Chain Management Qualifying Case Competition, November, 2007.
- Krannert Operations Club, October 20, 2006.
- Krannert Inter-club Case Competition, sponsored by Proctor and Gamble and KGSA, October 27, 2006.
- Krannert Operations Club Internal Case Competition, winning team to advance to Carnegie Mellon International Competition, December 8 - 11, 2006.

**Facilitator** for Writing and Speaking for Support Staff, 2002-present

- Designed an eight-week class for Krannert support staff (taught three years in a row)
- Meet one-one-one with support staff to help perfect business writing documents as needed
- Answer questions on grammar, style, and tone for support staff writing on an as-need basis

### **Workshops/Book Talks/Special Sessions**

*Presentation Skills Sessions: OBHR Projects, Executive MBA, Krannert, Purdue University, November 14, 2015.*

*Presentation Skills Sessions on Marketing Plans, Executive MBA, Krannert, Purdue University, November 15 and November 21, 2014.*

*Diversity Initiative Presentations Skills Workshop, High School Students, Krannert, Purdue University, March 28, 2014*

*Krannert Lanuch: Presentation Skills Session, Masters' Students, Krannert, Purdue University, August 8, 2013.*

*Presentation Skills Sessions, Executive MBA, Krannert, Purdue University, November 16 and November 23, 2013.*

*Presentation Skills Sessions, Executive MBA, Krannert, Purdue University, November 9 and November 16, 2012.*

*Helping our EMBA Students to Enhance Their Presentation Skills, EMBA, Krannert, Purdue University, Summer, 2012.*

*Communicate in Style. Krannert Support Staff Retreat Workshop, Purdue University, May 12, 2011.*

*Polishing Your Brand: How to Give a Winning Presentation, Workshop, Society of Minority Managers, Krannert, Purdue University, March 25, 2010.*

*Translating Your Brand Image to Career Documents, International Association of Administrative*

Professionals, February 11, 2010.

*Polishing Your Brand: Cover Letter and Resume Writing*, Workshop, International Association of Administrative Professionals, Purdue Speaker's Bureau, February 11, 2010.

*How We Lead Matters: Reflections on a Life of Leadership*, Book Review, Krannert, Purdue University, April 24, 2009.

*The Girl's Guide to Being a Boss*: Workshop and Book Review, Krannert, Purdue University, January 10, 2008.

*A Life in Balance*: Book Review, Krannert, Purdue University, October 18, 2006.

*Through the Looking Glass*, Employment Portfolio Workshop, Purdue University, January 5, 1996.

*The Best You Can Be*. Interview Skills Workshop, Purdue University, February 19, 1996.

*Innovative Principalship*. Research and Library Skills Workshop, The University of Alabama, Tuscaloosa, AL. June 13-14, 1990.

## **Consulting Experience**

**Kimberly Clark**, Global Innovation Center, Medellin , Columbia, May 12, 17, 2014.

**United Nation's Educational, Scientific, and Cultural Organization (UNESCO)**

Instructor of English, 1979-1984

**Mitsubishi Heavy Industry, Shimonoseki, Japan**

Consultant for English presentations and writing for Ishikawajima Shipbuilding, 1980-1984

**Yamaguchi Bank. Shimonoseki, Japan**

Consultant for English presentations and writing, 1980-1984