

JAMES A. MEEK

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SUMMARY

Administrator and educator with exceptional organizational, analytical, and planning skills

- Provides leadership for academic and other programs
- Designs, diagnoses, and strengthens systems to improve performance and achieve goals
- Gathers, monitors, and analyzes information to inform planning and evaluate effectiveness
- Identifies and anticipates problems in order to develop and implement solutions
- Provides leadership in identifying educational and other goals and assessing/improving effectiveness
- Maintains accreditation and ensures compliance with internal policies and external requirements

EDUCATION

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)

ACADEMIC LEADERSHIP

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

Lock Haven University, Lock Haven, Pennsylvania

Provided leadership for strategic planning, enrollment management, accreditation, assessment of student learning and institutional effectiveness; coordinated reporting to state system; 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
- Maintained institutional accreditation and served as co-chair of institutional self-study
- Developed data resources to inform strategic planning and program review
- Coordinated process for annual review of academic units, including assessment of student learning
- Prepared reports and analyses for internal and external constituencies
- Committee service included assessment, strategic planning, enrollment management, and facilities

Independent Consultant (2003–06)

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

- Assisted schools in developing learning outcomes, curriculum review, and assessment plans
- Developed online directory of assessment resources for the specialized accrediting body

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

Covenant Theological Seminary, St. Louis, Missouri

Provided leadership for academic programs serving 900 students, coordinated work of 50 full- and part-time faculty and staff, and managed \$2 million budget under the Dean/Vice President for Academics (including three semesters as interim dean); served as member of President's Cabinet

- Prepared and administered academic policies and administered academic student discipline
- Created school's first plan for assessing student learning and institutional effectiveness
- Implemented student records and degree audit in school's first administrative software system
- Supervised Registrar, coordinated registration and graduation, and instituted mail-in registration
- Prepared external (e.g., IPEDS) and internal enrollment reports, analyses, and projections
- Maintained institutional accreditation and chaired successful institutional self-study

- Redesigned and tripled size of institution's website
- Wrote successful grant applications and managed funded projects
- Committee service included curriculum, admissions, financial aid, student grievances, distance education, technology, communications, and oversight of several degree programs

PROFESSIONAL ACTIVITIES

- Middle States Commission on Higher Education, annual conference (2007–present)
- Higher Learning Commission (North Central) annual meeting (1991–2002)
- Association of Theological Schools (ATS) biennial meeting (1992–2006)
- Visiting accreditation teams for ATS (1997–2003) and SACS (2010)
- Consultant to ATS Character and Assessment of Learning for Religious Vocation Project (2004–06)
- Society of Biblical Literature, Evangelical Theological Society, and Institute for Biblical Research

TEACHING

Adjunct Professor (August 2004)

Reformed Theological Seminary, Washington, DC

Developed and taught one-week intensive graduate course on *Acts and Pauline Epistles*

Assistant Professor of Bible (1995–2003) and **Adjunct Professor** (1991–94)

Covenant Theological Seminary, St. Louis, Missouri

Developed and taught courses in biblical studies, Greek, and communication to classes of up to 75 traditional and non-traditional students

Lecturer (Spring 1986)

University of Southwestern Louisiana (now University of Louisiana at Lafayette), Lafayette, Louisiana

Developed and taught undergraduate elective in *New Testament Survey*

SELECTED PUBLICATIONS

The Gentile Mission in Old Testament Citations in Acts: Text, Hermeneutic and Purpose. Library of New Testament Studies, 385. New York: T&T Clark, 2009.

“Evaluation: Context, Lessons, Methods.” *Theological Education* 35 (1998): 13–28
(www.ats.edu/Resources/PublicationsPresentations/Documents/TE/1998TE35-1.pdf).

SELECTED PRESENTATIONS

Presentations at University Days (in-service training), Lock Haven University (2007-10) on assessing student learning, annual reports and program reviews, marketing, and self-study.

“Assessing Student Learning.” Faculties of Winebrenner Theological Seminary (June 2006), Ashland Theological Seminary (November 2005), Talbot School of Theology (March 2005), Trinity School for Ministry (November 2004), and North Park Seminary (October 2003).

“Pilot Schools Project Report: Covenant Theological Seminary” (invited presentation on assessment). Association of Theological Schools Biennial Meeting, June 1998, Baltimore, Maryland.

Complete CV with publications at www.jamesameek.com/documents/MeekJames-CV.pdf