

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION:	11
DATE:	
	December 5, 2014

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents re-appoint Katherine Lawrence and John Petz to three year terms to the Board of Directors of Ann Arbor Learning Community; appoint Arianna Adams to a three-year term on the Board of Directors of the Commonwealth Community Development Academy and Jonathan Kinloch to a three year term to the Board of Directors of Detroit Public Safety Academy.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on the Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

Ann Arbor Learning Community

Katherine Lawrence is a staff researcher and research investigator at the University of Michigan, School of Information in Ann Arbor, Michigan. She received a Ph.D. in Management and Organizations from the University of Michigan's Ross School of Business in 2005. Dr. Lawrence received a M.A. in Organizational Psychology Degree from University of Michigan in 2001, an Ed.M. in Education from the Harvard Graduate School of Education in Cambridge, Massachusetts in 1996, and a B.A., cum laude, in Literature from Yale University in New Haven, Connecticut in 1990. Dr. Lawrence has served on the Ann Arbor Learning Community Board of Directors since 2013.

John Petz has been an employee of Domino's Farms Corporation in Ann Arbor, Michigan since 2001 where he is currently the director of real estate & public affairs. Mr. Petz received a MBA from Walsh College in Troy, Michigan in 2005 and a B.A in political science and economics from the University of Michigan in Ann Arbor, Michigan in 1993. Mr. Petz has served on the Urban Land Institute – Michigan District Council since 2008 and is currently its vice chairman. He has served on Ann Arbor Learning Community Board of Directors since 2013.

Commonwealth Community Development Academy

Arianna Adams is employed as a Customer Service Agent at Best Buy in Madison Heights, Michigan since 2008. She has an Office Support Specialist Certificate from Wayne County

Community College District in Taylor, Michigan in 2006. Ms. Adams' appointment fills the requirement for parent service on this board. This is a new appointment.

Detroit Public Safety Academy

Jonathan Kinloch is the President of The Kinloch Group, Inc. in Ferndale, Michigan since 1991. He attended Wayne State University in Detroit, Michigan and is currently pursuing a B.A. in executive management at Central Michigan University in Mt. Pleasant, Michigan. He is currently the vice chairman of the Board of Directors of Wayne County Port Authority and a board member on the Board of Directors of the Michigan Association of School Boards. This is a new appointment.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

[Redacted Signature]

University Executive Officer

11/14/14
Date

Education

University of Michigan, Ross School of Business Ann Arbor, MI	Ph.D., Management and Organizations (Organizational Behavior), 1998–2005.
University of Michigan Ann Arbor, MI	M.A., Organizational Psychology, 2001.
Harvard Graduate School of Education Cambridge, MA	Ed.M., Concentration in Technology in Education, 1996.
Yale University New Haven, CT	B.A., cum laude, distinction in the major (Literature), 1990.

Current Work

Researcher

University of Michigan School of Information, Ann Arbor, MI, September 2009–present

Leading and contributing to research projects with others at the university and elsewhere. Areas of application have included information technology development, community engagement, strategic planning, virtual organizations, cyberinfrastructure, organizational culture, and leadership. Recent grants funded by the National Science Foundation have focused on the sustainability of science and engineering gateways.

Moderator

Harvard Business School Publishing, Watertown, MA, November 2008–present

Facilitating distance learning programs as part of HBSP's Corporate Learning division. Responsibilities include moderating live webinar lectures, leading case discussions, facilitating online coursework and discussion forums, and developing program materials.

Independent Scholar

Katherine Lawrence, Scholar at Large, Ann Arbor, MI, July 2005–present

Collaborating as a facilitator, writer, and instructor with various units at the University of Michigan and other academic institutions, the Competing Values consultancy, and other organizations. Focal areas of expertise include creativity and innovation, new technology development, distributed and collocated collaboration, improvisation, managerial skills, and the Competing Values Framework.

Academic Work Experience

Special Projects Lead

University of Michigan Office of Research Cyberinfrastructure, Ann Arbor, MI, November 2008–October 2012

Aided Daniel Atkins (former VP of Research Cyberinfrastructure) in the establishment of this new unit (housed in the Office of the VP of Research and the Provost's Office). Responsibilities included community needs assessment and outreach activities, including conferences and special events. (Appointment was through the School of Information.)

Lecturer

University of Michigan School of Information, Ann Arbor, MI, Winter 2009, Winter 2010

Developing and teaching 400-level course for the social computing track of the newly formed, multidisciplinary Informatics program at the University of Michigan. "Evaluation of Systems and Services" provides a hands-on introduction to formative and summative evaluation methods used throughout the entire process of developing websites and software products.

Post-Doctoral Research Fellow

University of Michigan School of Information, Ann Arbor, January 2005–September 2006

Conducted field research at the Collaboratory for Research on Electronic Work focused on collaboration within scientific and engineering research communities. Identified the cyberinfrastructure and technology requirements of research communities sharing information and resources across geographic and institutional boundaries. Goal was to guide technology deployment and develop improved systems for determining community needs while providing support for the development process. Supported by NSF Grant No. SCI-0525308.

Doctoral Candidate—Dissertation Field Research

University of Michigan Ross School of Business, Ann Arbor, January 2001–December 2004

Conducted field research about interpersonal collaboration in software development. Gathered extensive observations of and interviews with paired programmers using Extreme Programming development method. Goal was to develop a relational theory of interpersonal collaboration.

Dissertation title: "Putting It Together... Bit by Bit: A Relational Theory of Interpersonal Collaboration in Software Development"

Committee: Jane Dutton (co-chair), Gretchen Spreitzer (co-chair), Karl Weick, Mary Ann Glynn, Karen Staller.

Graduate Student Research Assistant

University of Michigan Business School, Ann Arbor, July 1998–August 2002

Conducted literature reviews, surveys, qualitative data analyses, and statistical analyses. Co-authored scholarly papers, a book, and conference presentations.

Co-Instructor for "Creativity at Work," Executive Education Rapid Intelligence Workshop

University of Michigan Business School, Ann Arbor, June 2002

Based on the book co-authored with Jeff DeGraff. Course evaluation: 4.76 out of 5.

Workshop Facilitator

University of Michigan School of Nursing, Ann Arbor, May & October 2001

Designed and conducted the Division I Faculty Retreat on Brainstorming and the Faculty/Staff Workshop on Work Climate.

Instructor for BBA Core Organizational Behavior course

University of Michigan Business School, Ann Arbor, Fall 2000

“OB300: Behavioral Theory in Management” (57 students), Teacher rating: 4.65 out of 5.

Research Associate

Harvard Business School, Boston, MA, July 1997–June 1998

Supported academic research, development of cases and course materials, course design for “Power & Influence” MBA course, and teaching notes for MBA-level negotiations courses.

Teaching Fellow

Harvard Graduate School of Education, Cambridge, MA, Fall 1995 & Fall 1996

Supported “Educational Software Project Design” graduate-level course. Redesigned course materials and web site; taught computer lab sections.

Selected Industry Experience

Custom education and workshop development, 2002–present

Developed presentations and workshops on creativity, innovation, collaboration, and improvisation for executive education, corporations, professional organizations, and workgroup retreats.

Educational software research, design, and development, 1994–1997

Freelance work for Tom Snyder Productions (Watertown, MA), WGBH Boston, George Brackett & Associates (Cambridge, MA), and Brigham & Women’s Hospital (Boston, MA).

Production management for wildlife documentaries, 1991–1993

Managed documentaries produced by Oxford Scientific Films and Whalco for WNET’s *Nature* series and the Discovery Channel.

Graphic design and theatrical design, 1985–2002

Designed logos, promotional materials, artwork, t-shirts, and packaging for small businesses, documentaries, and community groups. Designed costumes, sets, and properties for equity-waiver, community, and student theatrical productions.

Research Interests

- Management of multidisciplinary, geographically-dispersed projects
- The role of relationships and context in collaboration
- Creativity and the relational practices of improvisation

- Communities of practice and learning
- Qualitative research methods, narratives, and storytelling
- Positive organizational scholarship
- Behavioral complexity in leadership

Publications and Reports

Lawrence, K. A., Wilkins-Diehr, N., Wernert, J. A., Pierce, M., Zentner, M., and Marru, S. 2014. Who Cares About Science Gateways? A Large-Scale Survey of Community Use and Needs. *9th Gateway Computing Environments Workshop (GCE), 2014* (at Supercomputing '14 in New Orleans, LA), 21 Nov. 2014. ACM/IEEE Computer Society (Xplore Digital Library).

Wilkins-Diehr, N., and Lawrence, K. A. 2012. *Opening Science Gateways to Future Success: Final Report of NSF Grant Number OCI-0948476*. School of Information, University of Michigan, Ann Arbor, MI. Report and a six-minute video summary available online <http://sciencegateways.org/projects/opening-science-gateways-to-future-success/reports/>.

Lawrence, K. A. and Wilkins-Diehr, N. Roadmaps, Not Blueprints: Paving the Way to Science Gateway Success, XSEDE '12, July 16–20, 2012. Proceedings of the 1st Conference of the Extreme Science and Engineering Discovery Environment: Bridging from the eXtreme to the campus and beyond, Article No. 40. ACM, New York, NY. (Winner of best paper for Software and Software Environments track)

Wilkins-Diehr, N., and Lawrence, K. A. 2011. Opening Science Gateways to Future Success: The Challenges of Gateway Sustainability. *Gateway Computing Environments Workshop (GCE), 2010* (at Supercomputing '10 in New Orleans, LA), 14 Nov. 2010. IEEE Computer Society (Xplore Digital Library).

Lawrence, K. A., Lenk, P., and Quinn, R. E. 2009. Behavioral Complexity in Leadership: The Psychometric Properties of a New Instrument to Measure Behavioral Repertoire. *The Leadership Quarterly*, 20: 87–102.

Cummings, J., Finholt, T., Foster, I., Kesselman, C., and Lawrence, K. A. 2008. *Beyond Being There: A Blueprint for Advancing the Design, Development, and Evaluation of Virtual Organizations*. Final Report from “Workshops on Building Effective Virtual Organizations,” sponsored by the National Science Foundation’s Office of Cyberinfrastructure, Arlington, VA, http://www.ci.uchicago.edu/events/VirtOrg2008/VO_report.pdf.

Lawrence, K. A. and Zimmerman, A. 2007. *TeraGrid Planning Process Report: August 2007 User Workshops*. Collaboratory for Research on Electronic Work, School of Information, University of Michigan, Ann Arbor, MI, <http://www.teragridfuture.org/system/files/TeraGrid+User+Workshops+Final+Report.pdf>.

Lawrence, K. A. and Zimmerman, A. 2007. *TeraGrid Planning Process Report: June 2007 Workshop for Science Gateways*. Collaboratory for Research on Electronic Work, School of Information, University of Michigan, Ann Arbor, MI, <http://www.teragridfuture.org/system/files/TeraGrid+Science+Gateways+Workshop+Report.pdf>.

Lawrence, K. A., Finholt, T. A., and Kim, I. 2007. Warm Fronts and High Pressure Systems: Overcoming Geographic Dispersion in a Meteorological Cyberinfrastructure Project. *Proceedings of the 40th Hawaii International Conference on System Sciences (HICSS-40)*, IEEE Computer Society (Xplore Digital Library).

Lawrence, K. A. 2006. Walking the Tightrope: The Balancing Acts of a Large e-Research Project. *Computer Supported Cooperative Work (CSCW): The Journal of Collaborative Computing*, 15(4): 385–411.

Lawrence, K. A. 2004. Why Be Creative? Motivation and Copyright Law in a Digital Era. *IP Central Review*, 1(2): <http://www.ipcentral.info/review/>.

Dutton, J. E., Ashford, S. J., Lawrence, K. A., and Miner-Rubino, K. 2002. Red Light, Green Light: Making Sense of the Organizational Context for Issue Selling. *Organization Science*, 13(4): 355–369.

DeGraff, J. and Lawrence, K. A. 2002. *Creativity at Work: Developing the Right Practices to Make Innovation Happen* (San Francisco: Jossey-Bass).

Dutton, J. E., Ashford, S. J., O'Neill, R. M., and Lawrence, K. A. 2001. Moves that Matter: Issue Selling and Organizational Change. *Academy of Management Journal*, 44(4): 716–736.

Burton, M. D., and Lawrence, K. A. 1998. *Jerry Sanders*. Harvard Business School Case Number 9-498-021.

Valley, K., Lawrence, K. A., and Morgan, J. 1998. *Starlite Corporation Teaching Note*. Harvard Business School Case Number 5-898-191.

Valley, K., Lawrence, K. A., and Offenhauer, P. 1998. *Adam Baxter Company/Local 190 Teaching Note*. Harvard Business School Case Number 5-898-192.

Work in Progress

Joseph Porac, J., Rao, H., Weick, K., Spiro, J., and Lawrence, K. A. 2011. Garden Paths at the Edge of Life: The Interorganizing of Sensemaking in the West Nile and Sin Nombre Virus Outbreaks. Under review at *Administrative Science Quarterly*.

Lawrence, K. A. What's Love Got to Do with It? Patterns of Collaboration in Pair Programming.

Lawrence, K. A. Playing by the Rules: A Role for Improvisation in Groups.

Presentations

Lawrence, K. A. September 2008. "The Craft of Collaboration—Near and Far." Project Management Institute, Huron Valley Chapter, Ann Arbor, MI, and Agile Groupies, Ann Arbor, MI.

Lawrence, K. A. February 2007. "Fluid Leadership: Improvisation in Dentistry and Life." Scholars Program in Dental Leadership, School of Dentistry, University of Michigan, Ann Arbor, MI.

- Lawrence, K. A., Finholt, T. A., and Kim, I. January 2007. "Warm Fronts and High Pressure Systems: Overcoming Geographic Dispersion in a Meteorological Cyberinfrastructure Project." Paper presented at HICSS-40 (Hawaii International Conference on System Sciences), IEEE.
- Lawrence, K. A. November 2006. "To Infinity and Beyond! The Craft of Collaboration—Near and Far." Design Science Colloquium, University of Michigan, Ann Arbor, MI.
- Lawrence, K. A. October 2006. "Learning to LEAD: Best Practices for Distance Collaboration and Cyberinfrastructure Development." Invited Presentation at the National Science Foundation-sponsored workshop "Cyberinfrastructure for Ocean Observations," Arlington, VA.
- Lawrence, K. A. October 2006. "Innovation Unleashed: Understanding Team Roles in the Creative Process." Executive Skills Workshop, Ross School of Business, University of Michigan, Ann Arbor, MI.
- Lawrence, K. A. and Kim, I. April 2006. "A Tight Squeeze: Finding Room for HCI in the Space between Research and Development." Paper presented at the CHI 2006 conference workshop "Usability Research Challenges for Cyberinfrastructure and Tools," Montreal, Quebec, Canada.
- Lawrence, K. A. April 2005. "Putting It Together...Bit by Bit: Interpersonal Collaboration in Software Development." Michigan Extreme Programming Enthusiasts, Ann Arbor, MI.
- Lawrence, K. A. August 2004. "Putting It Together...Bit by Bit: The Dynamic Process of Helping in Collaborative Work." Paper presentation and co-chair for OB symposium "Helping Behavior and Knowledge Work: Turning Research into Action," National Academy of Management Meeting, New Orleans, LA.
- Lawrence, K. A., Quinn, R. E., and Lenk, P. August 2004. "Behavioral Complexity and the Measurement of Positive Leadership." Paper presented in ODC/SIM symposium "A Positive Focus on Organizational Leadership," National Academy of Management Meeting, New Orleans, LA.
- Lawrence, K. A. February 2004. "Creativity at Work: What Project Managers Need to Know." Project Management Institute, Huron Valley Chapter, Ann Arbor, MI.
- Lawrence, K. A. August 2003. "The Complexity of Knowledge Distribution across Real and Imagined Boundaries." Chair and organizer of OMT/MOC symposium, and co-author of symposium paper by Porac, J. F., Rao, H., Weick, K. E., and Lawrence, K. A. "Distributed Sensemaking across Interorganizational Networks: The Diagnosis of the West Nile Virus," National Academy of Management Meeting, Seattle, WA.
- Lawrence, K. A. June 2003. "Why Be Creative?" Paper presentation at "Promoting Markets in Creativity: Copyright in the Internet Age," conference sponsored by the Progress & Freedom Foundation and the National Center for Technology and Law at George Mason University Law School, Washington, DC.
- DeGraff, J. and Lawrence, K. A. April 2003. "Creativity at Work." Leaders Connect (in association with the University of Michigan Business School Pressing Problems Series), Ann Arbor, MI.

Lawrence, K. A. (panelist). October 2002. "The Currency of Creativity." MichBio (regional chapter of the BIO life sciences industry association), Ann Arbor, MI.

DeGraff, J. and Lawrence, K. A. September 2002. "Creativity in Action: Strategies for Better Product Development Innovation." New Product Development Forum (Product Development and Management Association), Ann Arbor, MI.

Lawrence, K. A. August 2002. "Qualitatively Different: Creating Networked Communities of Practice for Qualitative Research." Organizer and Panelist for OMT/OB Professional Development Workshop, National Academy of Management Meeting, Denver, CO.

Lawrence, K. A. August 2001. "Contradictions in the Performance of Improvisation: Lessons from the Theater." Paper presentation and organizer for OB/OMT/BPS symposium "The Challenges of Improvisation," National Academy of Management Meeting, Washington, DC.

Lawrence, K. A. June 2001. "Playing by the Rules: A Role for Improvisation in Groups." Paper Presentation at First International Symposium on Organizational Improvisation, Lisbon, Portugal.

Lawrence, K. A. March 2001. "Fluid Leadership: Using Improvisational Theater Techniques for Managing Change." Leaders Connect, Ann Arbor, MI.

Lawrence, K. A., Miner-Rubino, K., Dutton, J. E., and Ashford, S. J. August 2000. "Yellow Lights: How Female Managers Respond to Multiple Contextual Cues as Cautionary Signals for Raising Pay-Equity Issues." Paper presentation in OB/OMT symposium "Fear of Being Honest: Silence and Self-Censorship in Organizational Settings," National Academy of Management Meeting, Toronto.

Lawrence, K. A., Quinn, R. W., and Weber, K. February 25, 2000. "Using Video Data for Organizational Research." Interdisciplinary Committee on Organization Studies (ICOS), Ann Arbor, MI.

Dutton, J. E., Ashford, S. J., Lawrence, K. A., and Miner-Rubino, K. August 1999. "Red Light, Green Light: How Female Managers Read the Context for Selling Gender-Equity Issues in their Work Organizations." Interactive Paper Presentation, National Academy of Management Meeting, Chicago.

Awards and Grants

National Science Foundation Grant No. OCI-1216723: "Collaborative Research: The Science Gateway Institute (SGW-I) for the Democratization and Acceleration of Science" through the "Software Institutes" program (2012–2014).

National Science Foundation Grant No. OCI-0948476 through the "Catalyzing Virtual Organizations" EAGER solicitation (2009–2012).

Doctoral Student Research Grant, University of Michigan Business School, 1999, 2003.

ABCD (Above and Beyond the Call of Duty) Award from the Organization and Management Theory (OMT) Division, Academy of Management Meeting, 2002. Recognizes the top five contributors to the review process (out of 253 reviewers in 2002).

Interdisciplinary Committee on Organization Studies Doctoral Student/Faculty Small Grant, University of Michigan, 2000.

Service

Board Member (and Secretary), Ann Arbor Learning Community (charter school), 2012–present
Collaboratory for Research on Electronic Work, seminar series organizer, 2005–2006
Qualitative Research Forum, University of Michigan, co-coordinator, 2001–2004
Summit for Improvisation in Business, academic track advisor/reviewer, 2003
Interdisciplinary Committee on Organization Studies (ICOS) Dissertation Poster Session, co-coordinator, 2003
Conference on Qualitative Research at Michigan, web site development, 2001–2003
Doctoral Grants Committee, University of Michigan Business School, member, 2000–2003
Ph.D. Forum, University of Michigan Business School, president, 2000–2001
Ph.D. Forum, University of Michigan Business School, co-social chair, 1999–2000
UMBS Honors Committee (nominations for the Business Leadership Award), member, 1999–2000
Doctoral Student Recruiting Committee (Organizational Behavior Department), University of Michigan Business School, member, 1999

Ad-hoc Reviewer

GCE14: The 9th Gateway Computing Environments Workshop at Supercomputing '14, 2014.
Concurrency and Computation: Practice & Experience, 2013
Journal of Computer Supported Collaborative Work: An International Journal (JCSCW), 2010
Academy of Management Journal, 2004, 2005, 2009
Journal of Management Information Systems, 2006
Organization Studies, 2006
Association of Computing Machinery Special Interest Group in Computer-Human Interaction conference, CHI 2006
MIT Press, 2005
American Behavioral Scientist, 2003
Journal of Management Studies, 2002
Organization Science, 2002
International Studies of Management and Organization, 2002
Academy of Management Meetings: OMT division, 2002; OMT, OB, MOC and ODC divisions, 2003; OB and ODC divisions, 2004
Journal of Management Education, 1999

Professional Memberships

Applied Improvisation Network

[REDACTED] Email: [REDACTED]

PROFESSIONAL EXPERIENCE

Domino's Farms Corporation, Ann Arbor, Michigan

Director, Real Estate & Public Affairs – April 2011-present

Director, Government & Community Relations – Jan. 2001-April 2011

- Manage real estate development activities for portfolio of corporate land holdings, including review of regulatory and environmental constraints, financial analysis, and other risk factors; identify development opportunities and/or partners; perform due diligence review of properties. Key projects include Vistas, Domino's Farms – Phase VI, The Terraces, Ave Maria International Golf Club, Ave Maria University, Fr. Gabriel Richard High School and Domino's Farms Portfolio Master Plan.
- Develop and implement public relations action plans - strategies, timetables and target audiences to achieve corporate objectives.
- Network with public officials, business and civic leaders, and represent employer at public events, including serving on association committees.
- Research municipal zoning, local and state legislation, and judicial decisions for compliance with corporate objectives, analysis of opportunities, and development of corporate response.

United States Senator Spencer Abraham, Southfield, Michigan

Southeast Michigan Director - Oct. 1999-Jan. 2001

Regional Director - May 1995-Oct. 1999

- Design strategic outreach plan and coordinate implementation for staff of Regional Directors for the Metropolitan Detroit area.
- Develop a focused information dissemination program across the state of Michigan, including message development, target constituency group identification and mailing program.
- Coordinate outreach activities in Hillsdale, Jackson, Lenawee, Monroe, Washtenaw, and western Wayne Counties.
- Manage constituent casework concerning U.S. Departments of Transportation, Justice, Interior and other Federal agencies.

EDUCATION

Walsh College, Troy, Michigan

Masters of Business Administration - Finance (2003-2005)

Delta Mu Delta, Gamma Eta Chapter

University of Michigan, Ann Arbor, Michigan

Bachelors of Arts in Political Science and Economics (1989-1993)

PROFESSIONAL DEVELOPMENT

Urban Land Institute-Michigan District Council, Detroit, Michigan
Vice Chair (2014-present)
Advisory Board (2012-present)
Program Committee (Chair 2012-2014, Member 2008-2014)

Ann Arbor Learning Community, Ann Arbor, Michigan
Board of Directors (2012-present)

Ann Arbor/Ypsilanti Regional Chamber, Ann Arbor, Michigan
Board of Directors (Chair 2011, Vice Chair 2010, Member 2010-2012)

Ann Arbor Area Chamber of Commerce, Ann Arbor, Michigan
Board of Directors (Member 2008-2010)
Public Policy Committee (Chair, 2008-09, Member 2006-2010)
Impact: Michigan (formerly Agenda: Ann Arbor) (Chair 2005, Co-Chair 2004, Steering Committee 2003, 2006)
Leadership Ann Arbor (2002)

Michigan Chamber of Commerce, Lansing, Michigan
Leadership Michigan (1995)

ORGANIZATIONS/MEMBERSHIP

Urban Land Institute
University of Michigan Alumni Association
Walsh College Alumni Association

Concentrate Editorial Advisory Board

[REDACTED]

ARIANNA ADAMS

OBJECTIVE

To always be on my mark, getting set to GROW.

EMPLOYMENT

04/2010-Present [REDACTED]

Full-time Customer Specialist- Rep I

08/2008-04/2010 *Best Buy #0414*

Part-time Digital Imaging Specialist

08/2005-06/2008 *Comerica Bank*
Mound/ 8 mile Branch

Customer Service Rep I-II

Duties included maintaining customer service excellence while promoting and selling banking products and services. Detecting fraudulent items and balancing cash drawer and safe, and preventing company loss. Performing clerical duties such as filing, delivering oral and visual presentations, preparing mail, and reviewing closed and charge of reports.

06/2003-08/2005 *Sam's Club #6662*
Roseville, Mi 48066

Photo Center Area Manager

Responsible for operational tools, customer relations, associate relations, equipment maintenance, sales/ inventory, supplies ordering, billing/invoices, forecasting, scheduling, and reports reviewing (profit & loss, financial journals).

07/1998-06/2003

Sam's Club #6662
Roseville, MI 48066

Check Out Supervisor

Recruited, developed, and discharged personnel in a managerial capacity. Supervised and coordinated cashiers and member service associates engaged in receiving forms of payment for merchandise and services. Assigned duties to the same and examined work for exactness, neatness, efficiency and conformity to company policies.

EDUCATION

Wayne County Community College District
21000 Northline Rd. Taylor, MI 48180
Office Support Specialist Certification
2006

Jackson Hewitt Tax School
26069 Gratiot Ave., Roseville, MI 48066
Tax Preparation Certification
2005

Kettering Sr. High School
6101 Van Dyke Rd., Detroit, MI 48213
High School Diploma
1992-1994

Cass Technical High School
2421 2nd Ave., Detroit, MI 48226
Choice Curriculum Based High School
1990-1992

JONATHAN CLEVELAND KINLOCH



Work

Experience: 1991-Present: The Kinloch Group, Inc. - President – Manages the holding company which produce recorded music for major record labels and media partnerships. Co-own and direct the music publishing for 300 songs with Warner Music Group and Sony ATV. Managing Partner in New York based CMA of West New York Holdings, Inc. and it's subsidiary CMA Music Publishing, Inc. / Kobalt Music Group.

1989-92: Trend Industries, Inc. - Director of Government and Community Relations - handled community and non-profit organizations request for donations and addressed matters from government agencies and officials. Served on various boards and maintained professional organization memberships within the auto industry on behalf of the company.

1987-89: State of Michigan, State Senate - Legislative Aide to former Senator Jack Faxon - handled constituent concerns, State Police and Corrections department issues.

1986-87: City of Detroit, Office of the Ombudsman - Research Assistant (intern) - gathered information for former Ombudsman Marie Farrell Donaldson for investigative reports.

1984-86: City of Detroit, City Council - Youth Representative (intern) to Former City Council President Erma L. Henderson assisted with constituent complaints and represented the Council President at events.

**Professional
Involvement:**

2014- Present: Detroit – Wayne County Port Authority, Board of Directors –
Vice Chairman

2014 – Present: Detroit – Wayne County Port Authority, Board of Directors –
Board Member

2014 – Present: Michigan Association of School Boards, Board of Directors -
Board Member

2013- Present: Detroit Board of Education – Board Member – At Large

2009- Present: National Association of Parliamentarians-

2003-Present: National Notary Association- Member

2008-2013: Detroit Library Commission – Commissioner

2012 – 13: Detroit Library Commission – President

2009- 12: Association for Library Trustees, Advocates, Friends and Foundations, Legislative Committee – Member

2009- 12: Music Hall Center for the Performing Arts Board of Trustees- Member

2009-11: American Library Association, Awards Committee – Member

2008-11: Detroit Library Commission, Committee on Books and Literacy- Chairperson

2008-11: Detroit Library Commission, Committee on Audit - Member

2009-10: American Library Association, Marshall Cavendish Library Programming Award – Jury Chair

2008-10: Detroit Library Commission, Committee on Buildings - Member

2006- 08: Detroit Board of Education- Board Member – District 2

2006-08: Detroit Board of Education, Committee on Human Resources, Policy and Legislative Affairs – Chairperson

2006-08: Detroit Board of Education, Committee on Safety, Expulsions and Student Code of Conduct – Member

2006-08: Michigan Association of School Boards, Legislative Action Network – Detroit Representative

2006- 08: Michigan Association of School Boards, Government Relations Committee- Member,

1998-2007: City of Detroit, Board of Zoning Appeals- Board Member

1989-1991: The County of Wayne Michigan, Planning and Development Commission- Member and Treasurer

Community
Involvement :

Member – Triumph Church
Former Member- Clinton Street Greater Bethlehem Temple Church
M.W. Prince Hall Grand Lodge, F.&A.M., - Abiff Lodge No. 21- Master Mason
M.W. Prince Hall Grand Lodge, F. &A.M. - Wolverine Consistory #6
Lifetime Member - Detroit Chapter NAACP
Executive Board Member – Detroit Chapter NAACP
Precinct Delegate - 13th Congressional District Democratic Party Org.
13 Dist. Delegate – Michigan Democratic Party State Central Committee
Officer – at – Large – Michigan Democratic Party (MDP)
Chair – Democratic Open Government Caucus of the Michigan Democratic Party
Member- Michigan Democratic Party Policy and Resolution
Fmr President –United Nations Association of the United States of America
(Greater Detroit Chapter)
Fmr. Chairman - Children Center of Wayne County - General Outpatient
Advisory Committee
Fmr. Bd. Mem.,Treas.;Chair Core City Neighborhoods, Inc.
Fmr. Board Member – Alternative For Girls, Inc.
Fmr. Board Member – Michigan Avenue Community Org. (MACO)
Fmr. Secretary – Michigan Young Democrats

-Partial Listing-