

**Teaching Professor of Management**

Eugene D. Fanning Center for Business Communication  
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**SCHOLARLY AND TEACHING INTERESTS** (1) The practice of Business Writing and Speaking, and the creation of case studies to teach these skills; (2) Corporate Communication and the integrated functions of employee communication; investor relations; media relations; client and customer relations; corporate image, identity, and reputation management; public affairs; and corporate philanthropy; (3) Change Communication and the role of corporate communicators in successfully leading organizational change; (4) Business ethics and the application of ethical decision frameworks to the practice of business communication.

**HIGHLIGHTS**

**Founded and built the *Eugene D. Fanning Center for Business Communication*.** 1990 to 2018, designed curriculum and taught graduate and undergraduate students in the University of Notre Dame's Mendoza College of Business.

**Arthur F. and Mary J. O'Neil Director of the Fanning Center for Business Communication 2008-2018.** One of just 29 endowed chairs in the business school and one of 161 throughout the University.

**Founding Director of *The Conference on Corporate Communication*.** 1997 to present, corporate chief communication officers, distinguished scholars and consulting practitioners have met on the Notre Dame campus to discuss best practices and current issues.

**Published 18 college textbooks, 2 trade books, 10 book chapters, 31 refereed articles and more than 350 case studies in business and management communication.** The Notre Dame Case Collection in Management and Corporate Communication is the largest of its kind in the English language. Winner of 26 international prizes for editorial direction in academic case writing.

**External Promotion and Tenure Committee reader/reviewer** for tenure-track faculty at Boston University, Brigham Young University, Cornell University, Emory University, Marquette University, Northwestern University, University of Michigan, University of Nebraska-Lincoln.

Served as *Faculty-in-Residence, University of Notre Dame (USA) in England*. Lived and taught at Fischer Hall, Central London from January 9 through May 7, 2018. Instructed business students, delivered invited presentations, including colloquia with colleagues in the Confederation for British Industry.

## **EDUCATION**

Syracuse University, Syracuse, New York  
Doctor of Philosophy, Public Communication, The Newhouse School. 1980

Christ's College, University of Cambridge, England  
Graduate Student in Nineteenth Century English History. 1979

University of New Mexico, Albuquerque, New Mexico  
Master of Arts, Speech Communication. 1973

Temple University, Philadelphia, Pennsylvania  
Master of Science, Mass Communication. 1970

University of Notre Dame, Notre Dame, Indiana  
Bachelor of Business Administration, Management. 1968

## **ACADEMIC EXPERIENCE**

**UNIVERSITY OF NOTRE DAME.** Notre Dame, Indiana, 1990-present.

*Teaching Professor of Management*

*Arthur F. and Mary J. O'Neil Chair, 2008-2018*

*Founding Director, Eugene D. Fanning Center for Business Communication, 1990-2018*

*Mendoza College of Business*

Instruct both graduate and undergraduate students of business in writing, speaking, and corporate communication. Design and supervise curriculum in management and business communication for BBA, MBA, MSA, MSBA, MSF, MSM, MNA and EMBA students in the Mendoza College of Business. From 1990 to 2018, directly supervised four full-time and two part-time faculty members. Regular faculty member in executive and non-degree programs. Appointed to the Arthur F. and Mary J. O'Neil endowed chair August, 2008.

**AIR UNIVERSITY.** Maxwell AFB, Alabama, 1986-1990.

*Military-Media Curriculum Advisor to the Commander*

*Professor of Public Affairs, 1989-1990.*

*Associate Professor of Public Affairs, 1986-1989*

Advised the Commander, Air University, and Commandant, Air War College, on all matters related to curriculum and instruction in public opinion, public affairs and media relations. Performed classroom instruction, and developed curriculum in core and advanced studies courses in the Air War College, Air Command and Staff College, Judge Advocate General School, and other schools and centers of the University. Reported to the Director of Public Affairs, Office of the Secretary of the Air Force, Washington DC.

**AUBURN UNIVERSITY (AUM).** Montgomery, Alabama, 1986-1990.

*Professor of Communication, Adjunct, 1986-1990*

Instructed undergraduate students in human communication, business and professional communication, public speaking, interpersonal communication, and persuasion.

**DEFENSE INFORMATION SCHOOL.** Fort Benjamin Harrison, Indiana, 1983-1986.

*Professor of Public Affairs, 1983-1986*

*Chief, Policy & Information Division, Public Affairs Department, 1984-1986*

Performed classroom instruction and conducted training in various areas related to public affairs, including public speaking, writing, listening, communication theory, persuasion, media relations and other communication skills. Directly supervised nine instructors.

**INDIANA UNIVERSITY (IUPIU).** Indianapolis, Indiana, 1984-1986.

*Professor of Communication, Adjunct, 1984-1986*

Instructed undergraduate students in fundamentals of communication, interpersonal communication, and business and professional communication.

**UNITED STATES AIR FORCE ACADEMY.** Colorado Springs, Colorado, 1978-1983.

*Associate Professor of English, 1981-1983*

*Assistant Professor of English, 1980-1981*

*Instructor of English, 1978-1980*

Directed Media Instruction and Professional Services Division; supervised intercollegiate forensics, drama productions, broadcasting education, speech education, speech therapy program, and the work of five instructors. Directed the USAF Executive Writing Course. Editor-in-Chief, *Academic Call to Quarters*, and Deputy Assistant to the Dean of the Faculty for Academic Information. Instructor in Modern Irish Literature, Advanced Speech, Technical Writing, Composition and Speech, British Literature, and English Composition.

**UNIVERSITY OF COLORADO (UCCS).** Colorado Springs, Colorado, 1981-1983.

*Associate Professor of Communication, Adjunct*

Instructed undergraduate students in advanced television production, public speaking, and interpersonal communication.

**SYRACUSE UNIVERSITY.** Syracuse, New York, 1975-1978.

*Assistant Professor of Aerospace Studies*

Conducted classroom instruction for freshman and sophomore ROTC students; served as test-control officer, advertising and publicity director, drill team advisor.

**THE COMMUNICATIONS INSTITUTE OF IRELAND.** Dublin, Ireland, 1970.

*Visiting Professor of Communication*

Instructed Educational Television Production, supervised studio productions, proctored examinations, lectured on educational research in television.

**TEMPLE UNIVERSITY.** Philadelphia, Pennsylvania, 1969-1970.

*Graduate Teaching Assistant*

Department of Radio-Television-Film, School of Communication and Theater. Instructor, Introduction to Television Production, and Fundamentals of Communication.

## **BOOKS**

O'Rourke, J. S. (2019). *Management Communication: A Case Analysis Approach*, 6/e. Abingdon, Oxfordshire UK: Routledge. (5/e, 2013; 4/e, 2010; 3/e, 2007; 2/e, 2003; 1/e, 2001, Upper Saddle River, NJ: Pearson Prentice Hall). ISBN: 0-13-26714-09. Translated into Mandarin.

O'Rourke, J. S. (2019). *The Truth About Confident Presenting*, 2/e. London: Anthem Press. (1/e, 2008, Upper Saddle River, NJ: Financial Times Press). ISBN: 978-0-13-235496-7. Translated into Arabic, Greek, Mandarin, Marathi, Portuguese, and Tamil.

Tuleja, E. A. and O'Rourke, J. S. (editor) (2015). *Intercultural Communication for Business*. Indianapolis, IN: GlobeComm Publishing. ISBN: 978-1-4575-3362-4.

O'Rourke, J. S. (2009). *Effective Communication*. London, UK: Dorling Kindersley: The Penguin Group. ISBN: 978-0-7566-5044-5.

Yarbrough, B. and O'Rourke, J. S. (2008). *Leading Groups and Teams*, 2/e. Mason, OH: South-Western Cengage. (1/e, 2002). ISBN: 978-0-324-58417-2.

Sedlack, R. P.; Shwom, B. L.; Keller, K. P.; and O'Rourke, J. S. (2008). *Graphics and Visual Communication for Managers*, 2/e. (1/e, 2003). Mason, OH: South-Western Cengage. ISBN: 978-0-324-58418-9.

- Collins, S. and O'Rourke, J. S. (2008). *Managing Conflict and Workplace Relationships*, 2/e. (1/e, 2004). Mason, OH: South-Western Cengage. ISBN: 978-0-324-58419-6.
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- Collins, S. and O'Rourke, J. S. (2008). *Interpersonal Communication: Listening and Responding*, 2/e. (1/e, 2005). Mason, OH: South-Western Cengage. ISBN: 978-0-324-58416-5.
- Boulger Karlson, C. and O'Rourke, J. S. (2008). *Writing and Presenting a Business Plan*, 2/e. (1/e, 2006). Mason, OH: South-Western Cengage. ISBN: 978-0-324-30168-5.
- Collins, S. and O'Rourke, J. S. (2008). *Persuasion*. Mason, OH: South-Western Cengage. ISBN: 978-0-324-58421-9.
- O'Rourke, J. S. (2007). *The Business Communication Casebook: A Notre Dame Collection*, 2/e. (1/e, 2002). Cincinnati, OH: South-Western. ISBN: 978-0-324-54509-8.
- O'Rourke, J. S. (2007). *Beginning Your Career Search: A Hands-on Approach to Building Your Career Portfolio*, 4/e. (3/e, 2004; 2/e, 2001; 1/e, 1998). Upper Saddle River, NJ: Prentice Hall. ISBN: 0-13-100802-1.
- Collins, S. and O'Rourke, J. S. (2003). *Communication in a Virtual Organization*. Cincinnati, OH: Thomson South-Western. ISBN: 0-324-15256-6.
- Boulger, C. and O'Rourke, J. S. (editor) (2003). *e-Technology and the Fourth Economy*. Cincinnati, OH: Thomson South-Western. ISBN: 0-324-15255-8.
- O'Hair, H. D.; O'Rourke, J. S.; and O'Hair, M. J. (2001). *Business Communication: A Framework for Success*. Cincinnati, OH: South-Western College Publishing. ISBN: 0-324-01415-5.
- O'Rourke, J. S. (editor) (1988). *Reflections in the Dome: Sixty Years of Life at Notre Dame*. Notre Dame IN: Breffny Books, Ltd. ISBN: 0-911187-03-0.
- O'Rourke, J. S. (Editor) (1986). *Meeting the Media*. Montgomery AL: The United States Air War College, Air University, U.S. Government Printing Office.
- O'Rourke, J. S. (editor) (1985). *Public Affairs Handbook*. Indianapolis IN: The Defense Information School, U.S. Government Printing Office.

Zigerell, J. J.; Portre, T. W., and O'Rourke, J. S. (1980). *Television in Community and Junior Colleges: An Overview and Guidelines*. Syracuse NY: Educational Resources Instructional Clearinghouse.

#### CHAPTERS IN BOOKS

O'Rourke, J. S. (2019). Chapter 16: Managerial Communication. In *Principles of Management*. Houston, TX: OpenStax / Rice University. ISBN: 978-0-9986257-6-8 (print). ISBN: 978-0-9986257-7-5 (digital).

O'Rourke, J. S.; Spangler, J. and R. Woods (2018). Total Integration: Working Across the C-Suite. In R. Bolton and D. Stacks (editors) *The New Era of the CCO: The Essential Role of Communication in a Volatile World*. New York, NY: Business Expert Press. ISSN: 2157-345X (print). ISSN: 2157-3476 (digital).

O'Rourke, J. S. (2016). Case Studies. In C. Carroll (editor) *The SAGE Encyclopedia of Corporate Reputation*. Vol. 1, pp. 97-101. Thousand Oaks, CA: SAGE Publications, Inc. ISBN: 978-1-4833-7651-6.

O'Rourke, J. S. (2016). Corporate Communication Axioms. In C. Carroll (editor) *The SAGE Encyclopedia of Corporate Reputation*. Vol. 1, pp. 177-179. Thousand Oaks, CA: SAGE Publications, Inc. ISBN: 978-1-4833-7651-6.

O'Rourke, J. S. (2014). Putting Reputation at Risk: The Seven Factors of Reputational Management. In O. Williams (editor) *Sustainable Development: The UN Millennium Development Goals, The UN Global Compact, and the Common Good*. Notre Dame, IN: University of Notre Dame Press. ISBN: 978-0-268-04429-9.

O'Rourke, J. S. (2013). Corporate Reputation and the Discipline of Management Communication. In C. Carroll (editor) *Handbook of Communication and Corporate Reputation*. Oxford, UK: Wiley Blackwell. ISBN: 978-0-4706-7098-9.

O'Rourke, J. S. (2010). Effective Communication, *The Book of Management: The Ten Essential Skills for Achieving High Performance*. London, UK: Dorling Kindersley, ISBN: 978-1-4053-5899-6.

O'Rourke, J. S. (1995). Excel Industries, Inc.: Family Issues of Employees – A Conflict with the Public Perception, *Facing Public Interest: The Ethical Challenge to Business Policy and Corporate Communications*. Boston, MA: Kluwer Academic Publishers, ISBN: 0-792-33633-X.

O'Rourke, J. S. (1992). On Classroom Communication, in *Critical Thinking, Interactive Learning, and Technology: Reaching for Excellence in Business Education*, Thomas J. Frecka (editor). Notre Dame, IN: Arthur Andersen & Company, pp. 80-90.

O'Rourke, J. S. (1989). Media Relations During International Contingency Operations, *National Security Decision Making*. Montgomery, AL: The United States Air War College, Air University, U.S. Government Printing Office, RCS 612-8990, 40-46.

#### **REFEREED AND SCHOLARLY JOURNAL ARTICLES**

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Koehler, D.; Rearick, S.; Schoedel, D.; and O'Rourke, J. S. (2017). Whole Foods Market, Inc.: Damage Control over Product Mislabeling and Overcharging. *Journal of Organizational Behavior Education*. Vol. 10, pp. 39-54 (A); Vol. 10, pp. 55-56 (B).

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- Roper, C.; Samikkannu, D.; and O'Rourke, J. S. (2012). Taco Bell Corporation: Where's the Beef? *Journal of Organizational Behavior Education*. Vol. 5, pp. 1-9.
- Cramer, R.; De Lemos, S.; Divel, L.; and O'Rourke, J. S. (2011). Carnival Cruise Lines: Fire Aboard a Stranded Cruise Ship. *Journal of Organizational Behavior Education*. Vol. 4, pp. 64-78.
- Marques, D.; Kim, J.; Mikols, J.; and O'Rourke, J. S. (2011). BP and the Gulf Oil Spill (A), *Journal of Organizational Behavior Education*. Vol. 4, pp. 79-92.
- O'Rourke, J. S.; Harris, B.; and Ogilvy, A. (2007). Google in China: Government Censorship and Corporate Reputation, *Journal of Business Strategy*. May-June 2007, Vol. 28, No. 3, pp. 12-25.
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- O'Rourke, J. S. (1998). American Electrical: Managing an Environmental Crisis. *Business Communication Quarterly*, Vol. 61, No. 1, pp. 31-41.
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- O'Rourke, J. S. (1993). Intercultural Business Communication: Building A Course from the Ground Up, *The Bulletin of The Association for Business Communication*, Vol. 56, No. 4, pp. 22-27.



- O'Rourke, J. S. (1993). Ethical Issues in Business Communication: Grading the Work of Non-Native Speakers of English, *The Bulletin of The Association for Business Communication*, Vol. 56, No. 4, pp. 56-57.
- O'Rourke, J. S. (1991). Business Communication and the MBA of the 1990s: Curriculum Innovation for Graduate Students of Business at the University of Notre Dame, *Proceedings of the Midwest Business Teaching Conference*, Vol. 2, pp. 113-118.
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- O'Rourke, J. S. (1989). Briefing the Commander, *Military Media Review*, Vol. 16, No. 2, pp. 2-4.
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- O'Rourke, J. S. (1983). The Development of Color Television: A Study in the Free-Market Process, *Journalism History*, Vol. 9, Nos. 3/4, pp. 78-87 & 106.
- O'Rourke, J. S. (1982). Is Television in Color Educationally Justifiable? A Review of the Research, *The International Journal of Instructional Media*, Vol. 9, No. 3, pp. 239-247.
- O'Rourke, J. S. (1981). A Little Plain Talk about Television: Are You Sure It's What You're Looking for? *The International Journal of Instructional Media*, Vol. 8, No. 3, pp. 213-220.
- O'Rourke, J. S. (1979). *The San Francisco Chronicle* and the Air Mail Emergency of 1934: The Heisenberg Principle Exemplified in Journalism, *Journalism History*, Vol. 6, No. 1, pp. 8-13.

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[https://www.cnbc.com/2018/02/26/arming-americas-teachers-is-a-dumb-idea-says-retired-usaf-officer-commentary.html?\\_\\_source=sharebar|facebook&par=sharebar](https://www.cnbc.com/2018/02/26/arming-americas-teachers-is-a-dumb-idea-says-retired-usaf-officer-commentary.html?__source=sharebar|facebook&par=sharebar)
- O'Rourke, J. S. (2017). Commentary. The Oscars Best Picture Mix-Up: PricewaterhouseCoopers will never live this down. *The Chicago Tribune*, Monday, February 27, 2017, p. A-14.  
<http://www.chicagotribune.com/news/opinion/commentary/ct-oscars-moonlight-lala-land-mistake-perspec-0228-20170227-story.html>
- O'Rourke, J. S. (2016). What Are We Working For? A brief review of motivation, incentives, and the difference between work and fun. *Notre Dame Magazine*, Spring 2016, Vol. 45, No. 1, pp. 48-51.
- O'Rourke, J. S. (2015). Ten Things a CEO Should Always Remember. *Notre Dame Magazine*, Winter 2014-2015, Vol. 43, No. 4, p.25.
- O'Rourke, J. S. (2014). The Credibility Gap in Corporate Communication and Public Relations. An invited blog post to *15 Days of Pros and Conversations*, The Center on Reputation, Fleishman Hillard. [centeronreputation.com/learningforums/15days/Pages/Day-2.aspx](http://centeronreputation.com/learningforums/15days/Pages/Day-2.aspx) November 2014.
- O'Rourke, J. S. and Jennifer Prosek (2014). Teaching Strategic Communication in Business Schools: New Evidence from the C-Suite. A professional white paper survey from the Arthur W. Page Society, New York, NY.
- O'Rourke, J. S. (2012). Why Encyclopaedia Britannica Mattered. An op-ed essay for CNN.com <http://www.cnn.com/2012/03/14/opinion/orourke-encyclopedia>. Wednesday, March 14 - Friday, March 16, 2012. Front page link to Opinion tab.
- O'Rourke, J. S. (2000). The Big Pitch: How Can Coca-Cola Use PR to Weather the Tough Times It Is Currently Facing? *PRWeek*, Monday, February 7, 2000, p. 12.
- O'Rourke, J. S. (1999). ThinkPiece: At The Root of Our Fascination with CEOs Is the U.S. Culture of Hero-Worship that Downplays the Team, *PRWeek*, Monday, December 13, 1999, p. 11.
- O'Rourke, J. S. (1995). Communicating in the Classroom, *The Interim Report*. Columbus, OH: The Ohio State University Department of Accounting and Management Information Systems, 1, 1, 22-29.

O'Rourke, J. S. (1983). Principles for Good Educational Tapes, *Educational and Industrial Television*, 15, 2, 65-69.

O'Rourke, J. S. (1981). Publish or Perish! In the Scholarly Press These Days, the Latter Seems to Be Getting Easier, *Educational Technology*, 21, 5, 40-42.

O'Rourke, J. S. (1980). The Irrational Astronomers, *Air University Review*, 32, 1, 115-117.

## CASE STUDIES

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#### **AWARDS AND HONORS**

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**Distinguished Service Award, The Arthur W. Page Society** (2017). Presented September 18, 2017 at the Honors Dinner, Arthur W. Page Society annual meeting, Hotel Del Coronado, Coronado Island, California.

**Media Legend, The University of Notre Dame** (2017). For faithful support and famed contributions to the Office of Media Relations, University of Notre Dame. Presented November 27, 2017 at the Media Legends Reception, Dahnke Ballroom, Duncan Student Center, University of Notre Dame.

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**Distinguished Publication on Business Communication, Association for Business Communication** (2010). Presented at the 75<sup>th</sup> Annual Convention of ABC in Chicago, Illinois, October 29<sup>th</sup>. Publication: *Management Communication: A Case-Analysis Approach*, 4/e (2010: Prentice Hall).

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**Grand Prize. The Arthur W. Page Society Case Writing Competition in Corporate Communication** (2003). Directing Editor, *Wyeth Pharmaceuticals: Premarin, Prempro and Hormone Replacement Therapy*. Authors: Kathryn I.C. Huang and Megan E. Van Aelstyn

**First Place, General Submissions. The Arthur W. Page Society Case Writing Competition in Corporate Communication** (2003). Directing Editor, *Hershey Foods: It's Time to Kiss and Make Up*. Authors: Michaelyn McCoy and Laura Castrillo

**Second Place, Crisis or Issues Management. The Arthur W. Page Society Case Writing Competition in Corporate Communication** (2003). Directing Editor, *Martha Stewart Living Omnimedia, Inc.: An Accusation of Insider Trading*. Authors: Arianne R. Westby and Mary P. Moulton

**Grand Prize. The Arthur W. Page Society Case Writing Competition in Corporate Communication** (2002). Directing Editor, *Emulex, Incorporated: A Crash Course in Crisis Management*. Authors: Joshua Berlo and Joseph Worrell

**Outstanding Faculty / Most Popular Faculty.** Mendoza College of Business, University of Notre Dame. *Business Week Guide to the Best Business Schools*: 2003, 2001, 1999, 1997, 1995.

**Gannett Foundation Teaching Fellow** (1985). Indiana University, Bloomington, Indiana.

**Third Place, Michael D. Meeks Award** (1980). Outstanding Paper in Broadcasting. Rocky Mountain Collegiate Press Association Convention.

**President, Doctoral Students Organization** (1976-1978). S. I. Newhouse School of Public Communication, Syracuse University, Syracuse, New York.

**Temple University Graduate Study Award** (1968-1969 and 1969-1970). School of Communication and Theater, Temple University, Philadelphia, Pennsylvania.

**Harold B. Fellows Memorial Scholarship** (1968-1969). National Association of Broadcasters.

**Dean's List Award** (1967-1968). College of Business Administration, University of Notre Dame, Notre Dame, Indiana.

**The General Dynamics Award** (1966). Air Force Reserve Officer Training Corps, University of Notre Dame, Notre Dame, Indiana.

#### **MILITARY SERVICE**

Served from August 1970 to August 1990 as a commissioned regular officer in the United States Air Force. Promoted through ranks from second lieutenant to lieutenant colonel, and honorably retired following 20 years of service. Military decorations include the Meritorious Service Medal with one oak leaf cluster, the Joint Service Commendation Medal, the Air Force Commendation Medal, among others.

#### **PROFESSIONAL AND ACADEMIC TRAINING**

*The Art and Craft of Discussion Leadership: A Seminar on Case Method Teaching.* Harvard Business School, Boston, Massachusetts, March 13-14, 1998.

*The Myers-Briggs Personality Type Indicator,* Administrator-Instructor Certification. Association for Psychological Type, Chicago, Illinois, May 13-16, 1992.

## **PROFESSIONAL ASSOCIATION MEMBERSHIPS**

### **Australian Centre for Public Communication (2003-2012)**

A teaching and research centre of the University of Technology Sydney.  
*Member*, Editorial Advisory Board

### **Academy of Management (1994)**

*Member*, Social Issues Interest Group

### **Arthur W. Page Society (1998)**

A select membership organization for senior public relations and corporate communications executives, practitioners, and academics.

*Trustee*, 2000-2014 (term limited)

*Chair*, Business Schools Committee, 2001-2014

*Chair*, Educators Subcommittee (Thought Leadership), 2014-present

*Recipient*, Distinguished Service Award, 2017

### **Association for Business Communication (1991)**

*Chair*, Ethics Committee, 1995-1999

*Founding Director*, Ethics Interest Group, 2000-2001

### **Beta Gamma Sigma (1994)**

Honorary Business Education Society

### **Conference on Corporate Communication (1997)**

An annual Notre Dame conference on current issues and best practices

*Founding Director*, 1997-present

### **Darden Leadership Communication Council (2017)**

Darden School of Business, University of Virginia

*Invited Member*, 2017-2020

### **Education Review of Business Communication (2003)**

*Associate Editor*, 2003-2005.

### **Hollingsworth Colborne & Associates (1995)**

A full-service Atlanta, Georgia public relations firm

*Member*, Board of Directors, 1995-2002

### **Institute for Public Relations (2005)**

*Trustee*, 2005-2011.

**Journal of Business and Technical Communication** (1998)  
Board of Reviewers, 1998-2003.

**Management Communication Association** (1996)  
*Conference Host and President*, 2002.  
*Chair, Finance Committee*, 2016-present.

**Phi Delta Kappa** (1986)  
Honorary Society of Educators

**The Reputation Institute** (2001)  
An association of scholars and practitioners

**Sigma Delta Chi** (1970)  
The Society of Professional Journalists

#### **UNIVERSITY AND COLLEGE COMMITTEE ASSIGNMENTS AND SERVICE**

*University Committee to Select the Valedictorian for the Class of 2019*. April 8-17, 2019.  
Appointed by Vice President and Associate Provost Hugh Page.

*Faculty-in-Residence, University of Notre Dame (USA) in England*. Lived and taught at the Notre Dame Gateway, Marion Kennedy Fischer Hall, in Central London from January 9 through May 7, 2018. Instructed Business Communication, MGTO-34621. Counseled students, delivered invited presentations, interacted in colloquia with professional colleagues in the Confederation for British Industry.

*University Committee to Select the Valedictorian for the Class of 2017*. April 5-19, 2017.  
Appointed by Vice President and Associate Provost Hugh Page.

*University Committee to Select the Valedictorian for the Class of 2016*. April 6-20, 2016.  
Appointed by Vice President and Associate Provost Hugh Page.

*University Committee to Select the Valedictorian for the Class of 2015*. April 7-22, 2015.  
Appointed by Vice President and Associate Provost Hugh Page.

*University Committee on Research, Library, and Special Professional Faculty Appeals*. 2012-2015. Elected by a vote of the faculty to a three-year term.

*Search Committee, Director of Undergraduate Studies, Mendoza College of Business*. 2011.  
Appointed by Dean Carolyn Woo to recruit, review, and select candidates to succeed the retiring undergraduate studies director.

*Curriculum Committee, Master of Nonprofit Administration, Mendoza College of Business.* 2005-2013. Appointed by Dean Carolyn Woo to review and advise on curricular content in the Notre Dame Master of Nonprofit Administration program.

*Admissions Committee, Master of Nonprofit Administration, Mendoza College of Business.* 2005-2013. Appointed by Dean Carolyn Woo to review and vote on the admission of applicants to the Notre Dame Master of Nonprofit Administration program.

*University Macebearer.* 2003-2004. Appointed by Notre Dame Registrar Harold L. Pace to carry the University Mace at ceremonial events, including Opening Liturgy, Baccalaureate, and Commencement.

*University Committee on Admissions, Scholarships, and Financial Aid.* 1996-1999. Appointed to a three-year term by Notre Dame President, Rev. Edward A. Malloy, C.S.C.

*University Ad Hoc Committee on First-Year Writing.* 1995-1996. Appointed to a one-year term by Dean of the First Year of Studies, Dr. Eileen Kolman.

*University Advisory Committee on First-Year Writing.* 1990-1999. Appointed to consecutive one-year terms by College of Arts and Letters Dean, Dr. Harold Attridge, September 1990. Renewed eight times.

*Faculty Liaison, President's Advisory Council for the College of Business.* 1991-1997. Elected by the Executive Committee of the Council, John W. Jordan II, Chairman.