

CURRICULUM VITAE

Saint Martin's University

NAME: Gina R. M. Armer, Ph.D.

TITLE: Associate Professor of Business, Tenured

DEPARTMENT: School of Business



HOME ADDRESS:

8000 Kenton Lane SE
Tumwater, Washington 98501

DATE: January 17, 2025
PHONE: 206-953-9539
E-MAIL: grmarmer@gmail.com

OFFICE ADDRESS:

Saint Martin's University
5000 Abbey Way SE
Lacey, Washington 98503

PHONE: 360-438-4361
EXT.: 4361
WEBSITE: <http://www.stmartin.edu>
E-MAIL: GARmer@stmartin.edu

EDUCATION BEYOND HIGH SCHOOL:

Degrees – Completed:

Ph.D.	Education	University of Idaho, Moscow, Idaho	2009
	Major: Adult and Organizational Learning, Major Professor: Laura B. Holyoke Interdisciplinary dissertation focused on a 19 th century woman who mentored the entrepreneurial efforts of graduates from the college she founded in Boston in the 1880s		
B.S.	Education	Central Washington University, Ellensburg, Washington	2001
	Major: Business Education, Minor: Marketing Education		
M.B.A.	Business	Pacific Lutheran University, Tacoma, Washington	1988
B.A.	Business	University of Puget Sound, Tacoma, Washington	1978
	Major: Accounting, Minor: Music		

EXPERIENCE:

Teaching, Extension, and Research Appointments:

August 2021 – present	Tenured Associate Professor of Business, Saint Martin's University 5000 Abbey Way SE, Lacey, Washington 98503
August 2019 – present	Director, Master of Business Administration (MBA degree) program, SMU 5000 Abbey Way SE, Lacey, Washington 98503
August 2014 – July 2021	Assistant Professor of Business, Saint Martin's University 5000 Abbey Way SE, Lacey, Washington 98503
Sept 2012 – Jun 2014	Business Administration instructor, Lower Columbia College, 1600 Maple Street, Longview, Washington 98632
August 2001 – July 2012	Business Technologies instructor, Eastern Idaho Technical College, 1600 South 25 th East, Idaho Falls, Idaho 83404

Non-Academic Employment:**1978 - 1999****The Boeing Company****Seattle, Washington**

Enjoyed a successful 20-year career with this Fortune 50 Corporation. I worked my first 10 years as a Systems Analyst, primarily in Finance/Accounting Systems organizations. Following completion of my MBA, I worked my last 10 years in Business Management and Human Resource organizations, often assigned to special projects.

Staff Analyst/Organization Advisor

5/92 – 3/99

Computing Skills Team, Corporate-level, 5000 employees

- Administratively supported an executive level skill team managing layoff and retention decisions during corporate-wide downsizing exercises
- Managed database of surplus employees, displacement candidates, and job openings
- Designed and produced reports for a 20 member executive team for computing skills
- Communicate layoff and WARN actions with workforce focal points according to schedule established by Boeing Corporate
- Prepare layoff justification packages for Employment Stabilization Board review and approval
- Work with organization representatives to identify qualified candidates for positions deemed critical on highly visible strategic projects
- Communicate job openings via electronic mail, produce job listings

Staff Analyst/Organization Advisor

1/95 – 6/96

Division-level, 2500 employee organization

- Division administrator for Management Development programs
- Division focal point for administering Employee Opinion Survey activities
- Company-level focal for Computing Technical Skills Inventory process affecting 4700 employees

Special Events Manager

1/92 – 5/92

Director, Special Events & Recognition, Boeing Computer Services

- Plan, organize, and execute all U.S. Savings Bonds Campaign events for a division of 10,000 employees
- Schedule and coordinate events at 14 different locations covering three shifts
- Select vendors and make arrangements for a campaign kick-off breakfast and a wrap-up luncheon for 300 campaign representatives: food & beverage, agenda, decorations, entertainment, audio-visual, lighting, invitations, handouts, and publicity

Special Events Manager

1/89 – 3/91

Logistics Coordinator, "Teaming For Change" Conferences, Boeing Computer Services

- Coordinate off-site training conferences involving 1800 managers in six separate sessions, including:
 - * Logistics, supplies, scheduling, and invitations
 - * Database management and reporting
 - * Hotel arrangements: food & beverage, meeting rooms, break-out rooms, guest rooms, audio-visual and lighting requirements

Business Manager

10/88 – 1/95

Director-level, 1200 employee organization, Boeing Computer Services

- Administer programs and coordinate deliverables with Director's 3rd level managers and their staff support personnel
- Division representative and customer liaison on numerous change process improvement teams
- Division focal point for General Manager's input to monthly management teleconference calls and performance reviews
- Communicate, follow through, and solve problems
- Analyze and integrate organization input to division vice president

Financial Systems Analyst

7/78 – 10/88

Project Manager responsible for numerous systems development projects during a ten year career.

- Lead analyst responsible for ensuring workstation delivery, installation, and user system training for the top 150 Boeing Aerospace executives, 400 middle managers, and staff support personnel
- Responsible for development of system specifications, documentation, testing, conversion, and on-time implementation of a \$1 million system development project
- Coordinated system requirements with representatives from seven separate Boeing divisions, conducted user training sessions; wrote users guide

TEACHING ACCOMPLISHMENTS:**International Study Abroad experiences with Saint Martin's University (SMU):**

China: Office of International Program Development (OIPD) trip Faculty Ambassador Young Envoys Scholarship (YES) program, Hosted by Tongji University Visited Hangzhou, Nanjing, Suzhou, and Shanghai	Dec 2024 – Jan 2025
Japan: School of Business short-term study abroad trip Faculty Leader With Mukogawa Women's University, Osaka, and Kobe International University, Kobe	May 2024
Denmark: School of Business MBA short-term study abroad trip Faculty Leader Awarded NW Int'l Business Ed Network (NIBEN) Faculty Development Grant Hosted by University of Southern Denmark, Odense	May 2023
Italy: SMU English department study abroad trip Faculty Participant Visited Florence, Rome, Ravenna, Assisi, Pisa, and Montecatini	June 2022

Areas of Teaching Specialization:

Human Resource Management, Business, Management, Business Ethics

Recent Courses Taught:

MBA short-term study abroad travel experiences	Spring 2023– present
MBA – Organizational Theory & Behavior	Fall 2022 – present
MBA – Human Resource Management	Fall 2015 – present
Business in Society: Ethics & Responsibility	Fall 2014 – present
Human Resource Management	Fall 2001 – present
Organizational Management	Fall 2003 – present
Entrepreneurship	Spring 2018 – 2019, 2002 – 2012
Small Business Management	Spring 2002 – 2012
Leadership	2001 – 2012
Financial Management	Spring 2002 – 2012
Business Communications	Spring 2013– Spring 2014
Management of Human Relations	Winter 2013 – Spring 2014
Introduction to Business	Fall 2012– Spring 2014
Customer Service Management	Summer 2013– Spring 2014

Student Advising:

- Graduate Students
 - Advise 50 students per semester in the Master of Business Administration (MBA) degree program in the School of Business at Saint Martin's University
- Undergraduate Students
 - Advised 30 students per semester for the management concentration in the School of Business at Saint Martin's University
- Undergraduate Student Advising, continued:
 - Advised about 30 students per quarter in the LCC Business Administration Associate of Applied Science degree program
 - Advised about 25 students per academic year toward completion of the EITC Business Technologies Program Associate of Applied Science degree
- Collegiate DECA (formerly Delta Epsilon Chi) marketing student organization, Advisor

Coach club members in fund raising activities, community service projects, and preparation for competitive events held at Career Development Conferences sponsored by the Collegiate DECA marketing student association. Students consistently placed in top state rankings, earned medals, and qualified to advance to the annual International Collegiate DECA conference

Non-credit Classes, Workshops, Seminars, etc.:

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| ▪ Career Champions Certification | Spring and Summer 2024 |
| ▪ Stellic training for Advising workshops | Spring 2023 |
| ▪ Interpretive Simulations workshop | Spring 2021 |
| ▪ Workshops on Diversity, Equity, and Inclusion | Summer, Fall 2020 |
| ▪ Technology workshops to support online teaching during COVID-19 | Summer 2020 |
| ▪ (SHRM) HR Innovation Experience, Seattle, Washington | October 22-26, 2018 |
| ▪ Undergraduate Advising workshops | Summer 2019, 2017 |
| ▪ EITC BOT Division bi-weekly teaching Improvement workshops | Fall 2011 - 2012 |

Honors and Awards:

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| ▪ NW Int'l Business Ed Network (NIBEN) Faculty Development Grant | 2023 |
| ▪ Exceptional Faculty Grant – Virtual Business Management Online Simulation | 2014-2015 |
| ▪ Richard & Lila Jordan Outstanding Faculty Member of the Year | 2011-2012 |
| ▪ EITC Foundation – Grants for conference travel, Collegiate DECA students + advisor | 2012 |
| ▪ Campaign for Employee Success – Grant for conference travel | 2011 |
| ▪ Delta Epsilon Chi Chapter awarded Best Student Organization | 2007 - 2008 |
| ▪ Research Fellowship Award – The Mary Baker Eddy Library, Boston, MA | 2005 |
| ▪ Outstanding Chapter Advisor of the Year, Idaho Delta Epsilon Chi | 2005 |
| ▪ Outstanding Service Award, Idaho Lifelong Learning Association | 2004 |
| ▪ University of Idaho, Graduate Student Association rep, Idaho Falls extension | 2004 – 2005 |
| ▪ Idaho State Post-Secondary Marketing Teacher of the Year | 2002 – 2003 |

SCHOLARSHIP ACCOMPLISHMENTS:**Publications: Refereed/Adjudicated:**

- Armer, G. R. M. (2020). Pioneering Women Entrepreneurs. *Journal of Business Management and Change*, Spring 2020 issue, pgs 3-23.
- Armer, G. R. M. (2011). Practice makes perfect: using a computer based business simulation in entrepreneurship education. *Journal of Adult Education*, vol. 40, no. 1.
- Armer, G. R. M. (2009). Mary Baker Eddy's contribution to adult education: An historical biography. *Dissertations Abstract International*, 70(08). (UMI No. 3370223).

Professional Meeting Papers, Workshops, Showings, Recitals:

- Armer, G. R. M. (2024, October). Discovering new trajectories in history: A 19thc woman's practice of Adult Education. American Association of Adult and Continuing Education Conference, Reno, Nevada
- Armer, G. R. M. (2019, September). Pioneering Women Entrepreneurs. Western & Business Management International Research Conference, Dijon, France
- Armer, G. R. M. (2019, September). Pioneering Women Entrepreneurs. Friday Faculty Lunch presentation. Saint Martin's University, Lacey, Washington.
- Armer, G. R. M. (2016, April). Pioneering Women Entrepreneurs in Higher Education. Mountain Plains Adult Education Association Conference, Boise, Idaho.
- Armer, G. R. M. (2010, September). Mary Baker Eddy: Pioneer educator of adults. Idaho Lifelong Learning Association Fall Conference, McCall, Idaho.

Grants and Contracts Awarded:

- Armer, G. R. M. NW Int'l Business Ed Network (NIBEN) Faculty Development Grant, April 2023
- Armer, G. R. M. Exceptional Faculty Grant. Lower Columbia College, awarded June 2014
- Armer, G. R. M. Campaign for Employee Success. Eastern Idaho Technical College, received April 2011
- Armer, G. R. M. Library Research Fellowship. Mary Baker Eddy Library, received June 2005

SERVICE:**Major Committee Assignments:**

- Faculty Advancement, SMU School of Business representative Fall 2024 – Spring 2027, F21-S24
- Study Abroad Committee, SMU School of Business representative Fall 2024– Spring 2026, F21-S23
- Search Committee, Provost, Saint Martin's University Spring 2023
- Search Committee, College of Education & Counseling, Saint Martin's University Spring 2023
- Search Committee, Office of Graduate Admissions, Saint Martin's University Sp23, F23, Sp24
- Search Committee, Executive Assistants for the SMU School of Business F23, F22, Spr21, F18
- Faculty Mentor for new Music Faculty member Fall 2022 – Spring 2023
- Faculty Welfare Committee, SMU School of Business representative Fall 22 – Spr 2023, F16 – S19
- Faculty Senate, SMU School of Business representative Fall 2017 – Spring 2021
- Faculty Hiring Committees for SMU School of Business Fall 2015 – Spring 2023
- Search Committee, Dean of the SMU School of Business Spring 2018– Fall 2019
- Institutional Review Board – Saint Martin's University Fall 2014 – Spring 2018

Professional and Scholarly Organizations:

- American Association for Adult & Continuing Education (AAACE) 2023 – present
- Society for Human Resource Management (SHRM) 2018 – present
- Western Business Management organization (WBM) 2019 – 2020
- Delta Mu Delta International Honor Society in Business 2016 – present
- Sigma Beta Delta 2015-2016
- Mountain & Plains states Adult Education Association (MPAEA) 2016, 2004 – 2012
- National Association of Community College Entrepreneurship (NACCE) 2010 – 2012
- Idaho Lifelong Learning Association (ILLA) 2003 – 2012
- Collegiate DECA (formerly Delta Epsilon Chi) as student organization advisor 2001 – 2012
- Business Professionals of America (BPA) as student organization advisor 2009
- National Business Educators Association (NBEA) 2014, 2000 – 2003
- Washington Business Information Technology Educators (WBITE) 2000 – 2002
- Washington Education Association (WEA) Fall 2013, 2000 – 2001

PROFESSIONAL DEVELOPMENT:

- American Assoc for Adult & Continuing Ed (AAACE) Conf, Reno, NV October 30-Nov 1, 2024
- WBM International Research Conference, Dijon, France September 20-21, 2019
- (SHRM) HR Innovation Experience, Seattle, Washington October 22-26, 2018

Teaching:

- Mountain Plains Adult Education Association Conference, Boise, Idaho April, 2016
- National Business Educators Association (NBEA) Conference, Los Angeles, CA April, 2014
- Teaching & Technology Bootcamp, Eastern Washington University July, 2013
- Collegiate DECA International Career Development Conferences 2011 - 2012
- Collegiate DECA Idaho State Career Development Conferences 2002 - 2012
- Mountain Plains Adult Education Association Spring Conferences 2005 - 2012
- Idaho Lifelong Learning Association Fall Conferences 2003 - 2010
- Business Professionals of America, Idaho State Conference, Boise, ID March 2009
- International Festival & Events Association Annual Conference, Boise, ID September, 2008

REFERENCES:

- Christian Godfrey, Ph. D.**, Instructor – Humanities, Business & Technology christian.godfrey@cei.edu
1600 South 25th East; Idaho Falls, ID 83404 208-313-0485 cell
- Karen Wilson Scott, Ph.D.**, Chair/Professor, Organizational Learning (retired) scotkare@isu.edu
Idaho State University, Idaho Falls, ID 83402 208-521-9793 cell
- Margaret (Peggy) Nelson, EDS**, Manager, General Education (retired) pegmin@yahoo.com
1600 South 25th East; Idaho Falls, ID 83404 208-520-2019 cell