



Item: Appointments to the Community Development Council

From: City Manager's Office

Initiated By: City Commission

Presented By: City Commission

Action Requested: Appoint two members to the Community Development Council.

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission appoint _____ and _____ to fill three-year terms through October 31, 2019, to the Community Development Council.”

2. Mayor requests a second to the motion, Commission discussion, public comment, and calls for the vote.

Summary: The Community Development Council currently has two vacancies on the Council. Jolene Bach and Dave Fink were appointed in 2011 and have served two full terms and, thus, are not eligible for reappointment. Applications were received from Benjamin Buckridge, Tammy L. Lacey and Susan J. Wolff. On January 8, 2017, Ms. Lacey withdrew her application for the Council; therefore, staff is recommending the City Commission appoint Benjamin Buckridge and Susan J. Wolff.

Background:

A Press Release was done on September 14, 2016, and the openings were also posted on the City of Great Falls website. Three applications have been received.

Purpose

To ensure citizen participation in the CDBG allocation process, a ten-member volunteer advisory board is appointed by the City Commission. The Community Development Council makes funding recommendations for projects applying for CDBG funding to the City Commission. Members must live within the city limits.

Evaluation and Selection Process

Advertising was done through a press release to the local media and on the City of Great Falls Website. Three applications were received. The Community Development Council is beginning the annual process for the upcoming funding year and staff would like to have the Council

positions filled prior to their meeting on January 26, 2017. Therefore, staff is asking for the City Commission to appoint members without first seeking recommendation from the Council. Pursuant to Resolution 10059, Board recommendations are encouraged but not required for appointments.

Citizens interested in serving on this council:

Benjamin Buckridge

Tammy L. Lacey (Application withdrawn on January 8, 2017)

Susan J. Wolff

Continuing members of this council:

Jennifer Fines

Elizabeth Schmidt

Neil Fortier

Craig Nowak

Tyler Hentzen

William Raaen

Dave Sutinen

Harmony Wolfe

Alternatives: Advertise to seek other citizen interest.

Attachments/Exhibits: Applications



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)


RECEIVED

JAN 5 2017

CITY MANAGER

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

Board/Commission Applying For: Community Development Council		Date of Application: January 4, 2017
Name: Benjamin Buckridge		
Home Address: 41 40th Ave NE, Great Falls, 59404		Email address: benbuckridge@benefis.org
Home Phone:	Work Phone: (406) 455-4804	Cell Phone: (406) 781-4196
Occupation: Senior Communications Specialist		Employer: Benefis Health System
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)		
Related experiences or background: I recently participated in the NeighborWorks Self-Help Program to build our home in the Thaniel 1 Addition. I grew up in Great Falls and I am passionate about our community.		
Educational Background: Graduated C.M. Russell High School Bachelor of Science in Business Management from the University of Montana, Missoula		
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:		
Previous and current service activities:		
Previous and current public experience (elective or appointive):		
Membership in other community organizations: I served on the Great Falls Chamber of Commerce Communications Committee from 2015 to 2016 until it was dissolved.		

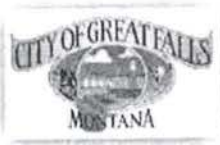
<p>Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?</p>	
<p>Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?</p>	
<p>Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?</p>	
<p>Are you currently serving on a Board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which board?</p>	
<p>Please describe your interest in serving on this board/commission?</p> <p>I am interested in serving on the Community Development Council for numerous reasons. I am passionate about the Great Falls Community and its continued growth and success. I also have a very strong interest in affordable, accessible, and sustainable housing.</p>	
<p>Please describe your experience and/or background which you believe qualifies you for service on this board/commission?</p> <p>Having grown up in Great Falls, I am fairly familiar with our city and aware of some of the challenges that we face in the housing market. I am excited for the opportunity to participate on this committee to help thoughtfully allocate funds to solve some of these challenges that are facing our community. I also have a unique perspective on affordable housing having recently participated in the NeighborWorks Self-Help Program with the Thaniel 1 Addition.</p>	
<p>Additional comments:</p>	
<p>Signature </p>	<p>Date: 1/4/17</p>

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net



**BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)**

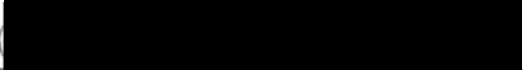
RECEIVED

JAN - 3 2017

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

CITY MANAGER

Board/Commission Applying For: Community Development Council		Date of Application: 12-19-2016	
Name: Susan J. Wolff			
Home Address: PO Box 6967		Email address: susan.wolff@gfcmsu.edu	
Home Phone: 541-400-0681	Work Phone: 406-771-4305 or 406-771-4310	Cell Phone: 541-400-0681	
Occupation: CEO/Dean		Employer: Great Falls College MSU	
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please explain) Basically, I have some time on the dates given but in-between other appointments. Flexibility with the times will be necessary.			
Related experiences or background: Throughout my career, as a higher education administrator, I have been active in workforce, economic, and community development. I am a firm believer in cooperation and collaboration among agencies to strengthen our citizenry.			
Educational Background: Ed.D. in Community College Leadership; M.Ed. in Adult Education and Learning Theories; B.S. in Home Economics Education			
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:			
Previous and current service activities: Please see my attached Vita.			
Previous and current public experience (elective or appointive): Please see my attached Vita.			
Membership in other community organizations: Please see my attached Vita.			

Have you ever worked for or are you currently working for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, where and when?	
Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, who, which department, and relationship?	
Have you ever served on a City or County board? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, what board and when did you serve?	
Are you currently serving on a Board? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which board? Please see my Vita.	
Please describe your interest in serving on this board/commission? Strong and healthy communities is a passion of mine. Education is an important piece to this but we are only one partner. I have experience leading collaborative efforts across agencies and governmental entities to achieve goals. Perhaps more importantly is my belief that through this cooperative, collaborative work, we can strengthen results and use available resources more efficiently and effectively.	
Please describe your experience and/or background which you believe qualifies you for service on this board/commission? Please see my Vita.	
Additional comments:	
Signature 	Date: 12-29-16

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
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P.O. Box 5021
Great Falls, MT 59403

Fax:
(406) 727-0005

Email:
kartis@greatfallsmt.net

Dr. Susan J. Wolff
CEO/Dean Great Falls College Montana State University

PO Box 6967
Great Falls, MT 59406
Email: susan@wolffdesigns.com

541-400-0681 (cell)
406-771-4310 (work)

2100 16th Avenue South
Great Falls, MT 59405
Email: susan.wolff@gfcmsu.edu

Educational Preparation

Ed.D. Oregon State University, Community College Leadership, 2002
M.Ed. Oregon State University, Adult Education and Learning Theories 1988
B. S. Montana State University, Home Economics Education 1975

Executive Skills

Leadership

- Fulfill college and university mission, vision, values, goals, outcomes, and investments
- Lead and manage major federal grants for educational institutions
- Lead and serve on state-wide and bi-state task forces
- Align college product, processes, and results
- Be a visible leader internally and in the local communities and region served by the college, state, and nation
- Seek and support diversity in students, staff, and faculty; facilities design and furnishings; services; access; educational attainment; and educational offerings
- Analyze assessments and measures to ensure effectiveness and efficiency
- Model and use collaborative, distributed leadership by retaining, hiring, and mentoring highly qualified staff and faculty
- Lead innovation and creativity within educational institutions and with stakeholders
- Promote and lead change to stay in front of a fast-moving, changing future
- Seek, lead, and support opportunities for local and regional economic and community development
- Promote wellness

Community/Governmental Relationships and Partners

- Represent colleges and universities in matters within the community, region, state, and nation with local governmental entities, state offices, state legislature, and Congressional delegation; work with federal and state agency personnel
- Promote collaborative partnerships with K-12, universities, community and business partners
- Lead and serve on local and state boards

Fiscal Affairs

- Set climate of fiscal responsibility and efficiency
- Use available tools and data to drive fiscal decisions
- Develop budget and fiscal management processes
- Involve members of campus community to set budget parameters
- Make visible all fiscal decisions

Professional Experience

CEO/Dean – Great Falls College Montana State University, Great Falls, Montana

Work with the president of Montana State University, Office of the Commissioner of Higher Education, and the Board of Regents to fulfill the mission, vision, values, goals, outcomes, and investments of Great Falls College MSU

- Provide executive leadership and vision for the college
- Implement College!Now for Great Falls College MSU to become a comprehensive two-year college
- Develop collaborative, results-oriented partnerships with local, regional, and state business, industry, community, governmental, and education entities
- Plan and budget for the future while maintaining sound fiscal practices
- Hire and mentor an exceptional leadership team, highly qualified faculty, and student success focused staff
- Encourage creativity and innovation among administrators, faculty, staff, and students
- Develop and support a highly functional shared governance model of planning and decision-making
- Represent the college, its goals, needs, and accomplishments to colleagues and constituents within the Montana University System, Board of Regents, state offices, legislature, Congressional delegation, and local businesses and community entities
- Serve as a leader of economic and community development with the Greater Great Falls Area Chamber of Commerce, Great Falls Development Authority, City of Great Falls, Cascade County, Montana Chamber, Great Falls Public Schools, Rotary Club of Great Falls, and state offices
- Serve as a two-year college and higher education thought leader
- Lead and manage the Rev-Up Montana \$25 million U. S. Department of Labor grant for the 13 college consortium and take an active role for successful implementation of the HealthCARE Montana grant
- Seek external resources to increase scholarship offerings; support new and existing programs; increase dual enrollment/credit; support services for students, faculty, and staff; continue projects/services post-grant funding; facilities; and economic and workforce development
- Seek community input through the Executive Advisory Council and Great Falls College MSU Development Board
- Build an effective internal and external communication strategy

Accomplishments

- Played a key role in attracting ADF, International to locate its operations expansion in Great Falls resulting in 200 new jobs to date for the area
- Secured funding to support expansion of the college's welding and fabrication program to support local industry growth
- Have successfully managed the Rev-Up Montana grant through the half-way mark with data supporting increased enrollment in Rev-Up programs at a time when higher education enrollments are shrinking across the state, higher retention and completion rates for students in the programs, and graduates being hired at higher wage levels
- Expanded Practical Nursing admissions from 20 to 30
- Will implement an associate's degree level for Registered Nursing in January 2016, accepting 16 students the first year

Dr. Susan J. Wolff, CEO/Dean of Great Falls College MSU

- Forged a 1+3 engineering agreement with Montana State University for all engineering disciplines
- Have increased community awareness of the college's high quality science programs through faculty receiving awards and recognitions in their fields, holding a Night Out for Science community event, and inviting high school counselors and science faculty to the campus
- Developing an associate degree in computer coding and programming in partnership with the Great Falls Public School District as a dual credit program
- Developed and expanded dual credit programs in welding and carpentry
- Piloting a pathways, dual credit project for Adult Education graduates to enter GFC trades programs
- Established a college/community choir, numbering over 90 students in FY 16, that will perform in Carnegie Hall May 2016
- Host regional K-12 science fairs and art shows
- Have tripled philanthropic giving for the college, its students, programs, and services
- Received reaffirmation of accreditation by the Northwest Commission on Colleges and Universities with six commendations and two recommendations
- Have been proactive with budget adjustments to match current and projected revenues

Chief Academic Officer - Columbia Gorge Community College, The Dalles, Oregon **08/04 to 06/12**

Lead academic enterprise for a rural, seven-county, two-campus, comprehensive community college that serves the Mid-Columbia Region of the States of Oregon and Washington.

Accomplishments

- Managed U. S. Departments of Education and Labor grants for the development and operation of a nationally recognized rural health care nursing program and simulation laboratory
- Conceptualized, developed, and secured federal funding and industry donations for nationally recognized Renewable Energy Technology Program that was the 3rd such program in the country and one of first three to receive AWEA Seal of Approval; held national institute with colleges and universities, wind partners, and state agencies to develop skill sets for entry level technicians
- Serve as Accreditation Liaison Officer successfully moving the college toward independent accreditation and process improvement
- Developed first instructional governance model for the college including Instructional Council, Faculty Department Chairs, Curriculum and Academic Standards Committees, general education philosophy statement, program and course outcomes and assessment, program review process, and revised faculty evaluation and professional development processes
- Negotiate faculty Collective Bargaining Agreement
- Participated in successful bond campaign for new facilities construction and capital improvements; worked closely with architecture firm in facility planning and design

Acting Director of the Oregon Professional Development System **10/03-09/04**
College of Education, Oregon State University, Corvallis, OR

To learn more about community college basic skills and ESOL programs, I led and managed the program, staff, planning, and funding while director took a one-year leave of absence. Provided training for program

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improvement, student learning assessment, and skill progression for Oregon's community college basic skills, ESOL faculty, and agency trainers.

Accomplishments

- Hired faculty to develop new curricula, teaching, and assessment strategies
- Hired trainers to deliver new skill assessments training to community college faculty and staff
- Led implementation of new data and reporting system
- Provided leadership and direction for the Oregon Professional Development System (OPDS) of adult basic skills and literacy programs offered by community colleges, and public and private agencies
- Worked in partnership with the Oregon Department of Community Colleges and Workforce Development and the Western Center for Community College Development at the College of Education at Oregon State University
- Lead development and revision of training programs in cooperation with faculty and trainers
- Lead assessment support for faculty, trainers, and participants
- Developed and implemented operational and delivery strategies
- Involved external stakeholders and represented OPDS at statewide meetings including the Oregon Council of Adult Basic Skills
- Managed WIA, Title II funds and program budget
- Lead and supported staff

Director of Wolff Designs, Educational and Facilities Research and Planning

07/02 to 06/10

To apply findings of doctoral research and respond to requests for service, I worked with architectural firms to plan and design learning facilities and develop learning plans for Pre-K-20 levels of education. Full-time 2002 to 2004. Thereafter, service was provided occasionally on a time-available basis or providing pro-bono work.

Accomplishments

- Developed academic plans and facilities programming for facilities master plans, pre-design and design of new, or renovation of existing learning facilities
- Supported and enhanced achievement of institutional and student learning outcomes
- Served as design juror for international and national submittals for learning facility awards given by Design Share, Inc., American Institute of Architects Committee on Education, Washington Chapter of the Council of Educational Facility Planners, International, and California's Coalition for Adequate School Housing awards
- Assisted with planning for the Barcelona World Forum for School Design sponsored by Design Share and the OECD
- Reviewed international submittals for learning facility awards given by Design Share, Inc. (2006-2002), American Institute of Architects Committee on Education juror for design awards, Council of Educational Facility Planners, International juror for State of Washington awards, and juror for California's Coalition for Adequate School Housing awards

Projects Receiving Awards and Recognition

- New York City Public Schools, School of One, Time Magazine's 1 of 50 Innovations of the Year, 2009
- Corvallis High School, Corvallis, Oregon. Design and Sustainability Awards, 2007
- Cy-Fair College, Houston, Texas. Planning Award, 2006
- Canby Applied Technology Center, Canby High School, Canby, Oregon. Multiple design awards, 2005

Project Coordinator and Faculty Member, National Research Center for Career and Technical Education - College of Education, Oregon State University

02/00-07/02

Coordinated the New Designs for Career and Technical Education at the Secondary and Postsecondary Levels research project, funded by the U. S. Department of Education Office of Vocational and Adult Education at \$280,000 on an annual basis for two and a half years. Engaged in national policy development.

Accomplishments

- Developed national best practices for design, delivery, and assessment of career and technical education that were adopted by several state education departments, school districts, and colleges
- Published research reviews and co-published book chapter

Associate Dean of Instruction - Clark College, Vancouver, WA

07/94-07/00

Provided educational leadership with local, state, and regional agencies, K-20 partners, business, industry, workforce and economic development partners. Chaired faculty development, tenure, and sabbatical processes.

Accomplishments

- Formed the business/education Southwest Washington High Tech Partnership
- Increased number of distance delivered course offerings by 300%. Incorporated technology into the classroom. Involved in K-20 distance learning initiatives locally, statewide, regionally, and nationally.
- Worked closely with the staff and faculty of Washington State University Vancouver during its planning and implementation phases
- Recommended and led the creation and redesign of curriculum and programs in professional technical and academic instructional areas of the college; e.g. Data Networks/Telecommunication, Cisco, Visual Communications—Art and Graphics Departments, Manufacturing Technology, Electronics
- Designed and administered programs for special populations (e.g., College in the High School and credit courses at the Columbia Gorge Academy)

**Associate Dean of Extended Learning and Director of the Benton Center
Linn-Benton Community College, Albany, OR**

01/91-06/94

Provided district-wide leadership for Extended Learning and Evening Degree instructional programs (academic, professional-technical, basic skills, and non-credit programs) offered at off-campus centers. Supervised related student services; i.e., advising, career counseling, financial aid, registration, book sales, media, collection and deposit of tuition and fees. Represented college to external constituents (community, governmental, public schools, higher education, non-profits, business and industry)

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Director of Community Education - Linn-Benton Community College **07/89-12/90**

Administered Community Education Division, which provided Outreach and Evening Degree credit and non-credit instructional programs and student services in two counties and at four centers; responsibilities similar to those listed above

Director/Assistant Director of Community Education Centers **09/77-84 & 08/87-88**
Linn-Benton Community College

Directed community-based credit and non-credit curricular programs, professional technical, basic skills and enrichment programs

Program Manager, Training and Economic Development Center **11/86-06/87 & 08/88-06/89**
Linn-Benton Community College

Developed and directed business related programs for business, industry, and community agencies.

Assistant Director, Continuing Education **08/84-10/86**
Oregon State University

Directed professional development seminars. Offered programs to over 25,000 participants annually in 13 western states and one Canadian province.

Program Manager, CETA Title II D Project **06/79-04/80**
Linn-Benton Community College

Developed and managed short-term training and educational programs that enhance employability skills.
Developed vocational programs.

Adjunct Faculty – Linn-Benton Community College **09/76-06/84**
Linn-Benton Community College

Taught Family and Consumer Science courses

Governmental Leadership and External Funding Activities

Governmental and External Funding Activities

Examples of legislative and external funding activities that I have initiated, co-produced, participated in, coordinated activities of, monitored activities and budgets, and prepared reports for include the following:

- U.S. Department of Labor. Rev-Up Montana. Montana University System. \$25 million
- U.S. Department of Labor. HealthCARE Montana. Montana University System. \$650,000 for Great Falls College MSU
- U. S. Department of Commerce, Economic Development Administration. \$1.5 million for welding/fabrication/trades expansion. Great Falls College MSU
- U.S. Department of Labor. Community Based Jobs Training Programs. Funding to expand the Renewable Energy Technology (RET) Program at Columbia Gorge Community College. \$1.67 Million
- U.S Department of Labor allocation for RET program, \$350,000

- U. S. Department of Energy grant for RET program, \$237,875
- Industry donations, scholarships, equipment, and State agency funding to support the Renewable Energy Technology Program. \$950,000
- U. S. Department of Labor. High Growth Job Training Programs. Funding to create the Rural Clinical Simulation Center at Columbia Gorge Community College for its Nursing and Health Occupations programs. \$1.25 Million
- U. S. Department of Education. Funding for Columbia Gorge Community College's Nursing program. \$500,000
- U. S. Department of Education, Office of Vocational and Adult Education, and National Research Center for the New Designs for Career and Technical Education at the Secondary and Postsecondary Levels. Funding for two and one-half years has been approximately \$720,000
- U. S. Department of Education, Office of Vocational and Adult Education. Annual Perkins applications and reports
- State of Washington and Federal Workforce Training Grants ranging in amounts from \$43,000 to \$390,000 to provide workforce training and support, develop curriculum and new programs in the areas of manufacturing engineering technology, electronics technology, pharmacy technician, microcomputer support technician, CISCO systems network technicians and administrators, certified network administrator, graphic arts and visual communication
- State of Washington distance learning and technology grants for developing a K-20 delivery system of distance learning programs and improving technology infrastructure. Funded at \$43.5 million over a six-year period

State Agency Work – Montana

- Numerous state-wide task forces with the Montana University System and Office of the Commissioner of Higher Education, on-going
- Lead agency for the TAACCCT III RevUp Montana grant 2017-2013
- Participant in Alberta/Montana Higher Education Round Table, 2015

Congressional, Legislative, and State Agency Work – Oregon

- The Dalles Outreach Team federal and Congressional advocacy, 2004-2012
- Oregon community college and high school faculty requirements for dual credit programs, 2010-2009
- State Energy Sector Partnership Grant planning team member, 2010
- Oregon Green Team, Core Committee, 2009
- Congressionally recognized Renewable Energy Technology program, first on the west coast, third such program in the nation 2008
- Oregon Economic and Community Development Department to inform state policy and action related to wind energy production, 2008
- Legislative Budget Note Task Force to research funding models for Career and Technical Education, 2007-08
- Oregon Department of Education – Perkins Program of Study Task Force, 2007
- Senate Bill 364 – Examine professional technical programs at the secondary and postsecondary levels regarding funding, articulation of credit or dual enrollment, and program approval processes
- Senate Bill 342 – Examine seamless transfer of general education credits between and among Oregon community colleges and universities. Establish common outcomes for college and university freshman and sophomore level general education courses
- Prepared and presented testimony in 2005 Legislature in support of community college capital construction funding

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- Participate in and respond to legislative requests by the Oregon Department of Community Colleges and Workforce Development and the Oregon Community College Association
 - Participate in the Governor's Business Plan Summit, 2008, 2005, and 2003
- Oregon Community College Distance Education Consortium, 1994-2000
 - ITC Tele-learning National Conference Planning Committee member, 1998
 - Chaired joint Oregon/Washington Distance Learning Committee, 1996-1998
- Invited by Governor's Office to participate at the Oregon's Progress Board meeting on Oregon's Values, Oregon's Future to assess outcomes of strategic plan and chart new areas of growth 1988

State Agency Work – Washington

- Washington Distance Learning Council, 1994-2000
 - K-20 Technology Committee member
 - Chair, Washington and Oregon Regional Projects, 1998
 - Washington Online development and implementation 1997-2000
 - Co-authored template for Northwest Commission on Colleges and Universities Policy 2.6, Substantive Change for Distance Learning
 - Chair, Oregon and Washington Regional Projects, 1998
- Washington Workforce Development Council, 1996-1998
- Washington State Board for Community and Technical Colleges, Committee for Course Selection for Professional Technical courses for the Washington Online Consortium, 1999
- Washington State Task Force for Distance Learning Residency and Tuition Issues, 1999

Teaching, Mentoring, Advising, and Research Proposal Review

- Adjunct faculty for AHE 654, Instructional Leader II, Oregon State University, Spring Quarter 2010 to present, ED 621, Leadership in Student Affairs, Oregon State University, Spring Quarter 2004
- Doctoral Committees with Oregon State University 2008 to present
- Doctoral Committee with Capella University 2004-2006
- Guest Advisor for ED 612 and ED 621, Research Methods, Oregon State University Winter and Spring quarters 2002-2006 and 2008
- Guest lecturer for EDU 550, Rethinking High Schools, George Fox University, Fall Semester, 2002; Summer Term 2002; and Fall Semester 2001
- Guest lecturer for LS 406, Classroom Volunteer at the Elementary and Secondary Levels, Oregon State University, Fall Quarter 2001
- Community college teaching experience focused in areas of family and consumer science, training and economic development seminars, and skill training and upgrading for minority populations
- Advise and mentor graduate students in developing research proposals, conducting research, writing research reviews of educational topics, and policies and procedures related to graduate studies
- Review research and presentation proposals for National Research Center for Career and Technical Education (NRCCTE), Society of College and University Planners, Council of Educational Facility Planners International, and Economic and Social Research Council of the United Kingdom
- Research participant and adviser for the American Institute of Architects

Community Service

- Montana Chamber of Commerce Board, 2014-present
- Great Falls Area Chamber of Commerce Board, 2012-present
 - Ag Committee
 - Military Affairs Committee
- Great Falls Development Authority Board, 2012-present
- Montana Manufacturing Extension Center Advisory Board, 2016-present
- Cascade County United Way Board, 2013-present, Chair 2016
- Calumet Citizens Advisory Panel, 2015
- Rotary International, Great Falls, 2012-present
- Mid-Columbia Economic Development District Board of Directors, Executive Committee, 2006 to present; Vice Chair 2008-09, 2010-11
- Rotary International, Hood River Club, 2007 to present. Currently sponsorship coordinator for major fund raising event
- Hood River County Library Foundation Board, 2009 to present
- Hood River Heights Business Association, 2005 to present
- Columbia River Gorge Commission, facilitated Vital Signs Indicators development to assess the Commission's effectiveness in meeting the intent of the Federal Scenic Act, 2007-08
- Go-Red, Heart Health for Women 2006 and 2007
- North Wasco County School District #21, facilitated development of Academic Master Plan, September 2006- January 2007
- City of The Dalles, Air Quality Task Force, 2006
- City Club of Portland, Education and Human Development Committee, 2002 to 2004
- Greater Vancouver Chamber of Commerce Career Training Committee, 1999 to June, 2000
- YWCA, Women of Achievement Planning Committee, 1995-1999
- Columbia River Economic Development Council, 1994-1997
 - Seamless Education Committee
 - Workforce Advisory Council
- Integrated Service Delivery Team, 1995-1997
 - Team members were representatives from the Private Industry Council, Employment Security, and Clark College in providing a one-stop entry for training and re-training.
- TV ETC--consortium of K-12 and college distance learning coordinators, 1994-2000
- SW Washington High Tech Consortium, fostered development of and participated in consortium 1997-2000
- Leadership Corvallis, Corvallis Chamber of Commerce, 1992-1993
 - Curriculum Chairperson and member of Executive Committee for development of the initial year of 10-month program sponsored by the Corvallis Chamber of Commerce. Graduate of 1993 class.
- Member of Corvallis and Philomath Chambers of Commerce
- Member of the Intergovernmental Committee with members from Linn-Benton Community College, Oregon State University, Corvallis Public Schools, and City of Corvallis and Benton County officials

Pertinent Professional Development Activities

- Accreditation Site Visits and Program Review Team member 2000, 2003-04
- American Association for Community Colleges, Annual Conference 2000 and 2002
- American Association for Women in Community Colleges, Oregon Chapter
 - Elected Vice President for Summer Conference and Board Member 2006
 - Facilitated Oregon Institute for Leadership Development conference 2006-07
 - Selected for National Institute for Leadership Development 1992
- American Institute of Architects, Committee for Architects for Education 2004
- American Institute of Architects Research Workshop 2002
- Association for Career and Technical Education Annual Conference 2000-02
- American Wind Energy Conferences 2007 to present
- Council for Educational Facility Planners, International, Annual Conference 2002-03, 2005, and 2006
- Council for Educational Facility Planners, International, Pacific Northwest Regional Conference, 2002 and 2005
- Council for Educational Facility Planners, International, Oregon and SW Washington Chapter, facilitate Fall Conference 2003, 2004, 2006
- Design Share International School Design Conference, Barcelona, Spain 2005
- Design Share Awards Team, 2002 – 2008
- Harvesting Clean Energy Conference 2009
- Innovative Alternatives in Learning Environments, AIA International Conference, Amsterdam, The Netherlands, 2000
- KnowledgeWorks Foundation Conference 2001
- League for Innovation in the Community College Annual Conference 1997, 2002, 2008
- Mid-Willamette Career and Technical Education Consortium 2002
- National Council of Occupational Education Annual Conference 2001 and 2000
- Oregon Association of Career and Technical Education Annual Conference 2003-2008
- Society for College and University Planning International Conference 2005
- Society for Organizational Learning Core Course with Peter Senge 2001

Areas of Research and Scholarship

- Adult learning
- Career and technical education at the secondary and postsecondary levels
- Community college leadership
- Designing physical learning environments to support and enhance learning
- Distance learning
- Policy and practice implications for all levels of learning and redesign efforts
- Renewable energy
- Teaching and learning processes
- Workforce and economic development

Publications

- Copa, G. H. & Wolff, S. J. (2002) *Design guide for practice and policy. New designs for career and technical education at the secondary and postsecondary levels*. St. Paul, MN. University of Minnesota, National Research and Dissemination Centers for Career and Technical Education, Office of Vocational and Adult Education, U. S. Department of Education. www.nccte.org
- Prickel, D. & Wolff, S. J. (2002). Adult education and career and technical education. *I'm a people person: A guide to human service professions*. Ed. Dr. Michael Richard. Springfield, IL: Thomas Publishers.
- Wolff, S. J. (2007) Project-Based Learning: A Learning Strategy for Acquiring 21st Century Skills. *The Educational Facility Planner*. Vol. 42 (1). Scottsdale, AZ: Council of Educational Facility Planners International.
- Wolff, S. J. (2003) *Workplace readiness: Designing the competitive advantage*. Columbus, OH: National Council of Workforce Education.
- Wolff, S. J. (2003). *Design features of the physical learning environment for collaborative, project-based learning at the community college level*. Columbus, OH: National Dissemination Center for Career and Technical Education. www.nccte.org
- Wolff, S. J. (2002). Relationships among spaces and people: Design features of the physical learning environment for the 21st century. *Workplace*. Vol. 13, Issue 2. Columbus, OH: National Council of Occupational Education. [professional association's primary journal]
- Wolff, S. J. (2002). *Design features of project-based learning*. Minneapolis, MN: DesignShare, Inc. www.designshare.com [professional association's primary journal]
- Wolff, S. J. (2002) Sustaining systems of relationships: The essence of the physical learning environment that supports and enhances collaborative, project-based learning at the community college level. *Dissertation Abstracts International*, 62 (10). (UMI No. AA13029580) <http://newdesigns.oregonstate.edu>
- Wolff, S. J. & Copa, G. H. (2003) *Compendium of design reviews of related research, policies, and exemplary practices: New designs for career and technical education at the secondary and postsecondary levels*. St. Paul, MN. University of Minnesota, National Research and Dissemination Centers for Career and Technical Education, Office of Vocational and Adult Education, U. S. Department of Education. <http://newdesigns.oregonstate.edu>
- Wolff, S. J., Troyer, D. K., & Pang, C. K. (2003). Planning and designing a community college for a lifetime of learning and change. *The Educational Facility Planner*, 37 (3). Scottsdale, AZ: Council of Educational Facility Planners, International. [professional association's primary journal]

Dr. Susan J. Wolff, CEO/Dean of Great Falls College MSU

Invited Presentations

Leaders and Linkages: Supporting K-12, Postsecondary, and Workforce Success.

ACT Panel at the Close It 2015: Demand More conference. Washington, DC. October 2015

Creating a Renewable Energy Technology Program at a Community, Technical, and Junior College.

International, Yet Rural: Making Opportunities in Economic Change. Pacific Northwest Economic Development Council. Bend, OR. July 2011

Best Practices in Wind Energy: Pathways to Developing a Sustainable Workforce. Educating Today to Power Tomorrow Conference. Texas Wind Energy Institute. Austin, TX. September 2010

Business Driven Program Development and Sustainability. Oregon Community College Green Conference. Eugene, OR. May, 2010.

Clean Energy for Good Rural Jobs. Harvesting Clean Energy Conference, Billings, MT. January 2009

Technicians Wanted Immediately: Who is Preparing Wind Energy Workers? American Wind Energy Association's Asset Management Conference, San Diego, CA. January 2009.

Economic Prospects for Oregon's Coast. Oregon Renewable Energy Conference. Coos Bay, OR. September 2008.

Higher Learning Programs for a Green Job Market. NADO Green Concepts for a Regional Economy: Making Economic Development a Sustainable Practice. Redding, CA. June 2008.

Warp Speed in Developing Wind Energy Technician Program. League for Innovations in Community Colleges, Annual Conference. Denver, CO, March 2008.

Oregon's Effort to Develop a Strong Clean Energy Workforce. Business Alliance for Sustainable Energy. Portland, OR. January 2008.

Transforming a State Hospital to a 21st Century Community College. Council for Education Facility Planners, International, Annual Conference. Toronto, Ontario, October 2007.

Building 21st Century Schools. State of Arizona School Facilities Board Symposium. Casa Grande, AZ, May 2007.

Buzzword Bingo: The Architectural Response to Educational Reform. California Adequate School Housing Annual Conference. Sacramento, CA, March 2007.

On Becoming a Community College Senior Executive. American Association of Community Colleges Future Leaders Institute, Portland, Oregon. 2006.

Dr. Susan J. Wolff, CEO/Dean of Great Falls College MSU

Relevancy in Learning: Thinking and Designing in New Ways. The National Council of Local Administrators. Cape Cod, Massachusetts, October 2004

Center for Inquiry, Imagination, and Applied Learning: Canby High School's New Advanced Technology Center. Council for Education Facility Planners, International, Annual Conference. Chicago, Illinois, September 2003.

Design Features of the Learning Environment that Support and Enhance Collaborative, Project- Based Learning. American Vocational Education Research Association Annual Conference. Las Vegas, Nevada, December 2002.

Innovation and Collaboration: Planning and Designing a Community College for a Lifetime of Learning and Change. Council for Education Facility Planners, International, Annual Conference. Phoenix, Arizona, October 2002.

Beyond Classrooms: Designing Learning Environments for Active Learning. Council for Educational Facility Planners, International. Pacific Northwest Regional Conference. Portland, Oregon, July 2002.

Relationships among People and Spaces: Design Features for the Optimal Collaborative, Project-Based Learning Experience. School of Education. Oregon State University. Streaming video presentation.
<http://oregonstate.edu/education/research/docResearch.html> June 2002.

The Challenge of Leadership: New Designs for Career and Technical Education. American Association of Community Colleges Annual Conference. Seattle, Washington, April 2002.

Applying New Designs for Career and Technical Education for the 21st Century. League for Innovation in the Community College Annual Conference. Boston, Massachusetts, March 2002.

New Designs for Career and Technical Education in the 21st Century. Association of Career and Technical Education annual conference. New Orleans, Louisiana, December 2001.

Professional Recognitions

- 2015 Michael Malone Educator of the Year, Montana Ambassadors
- 2011 American Wind Energy Association Seal of Approval for Columbia Gorge Community College's Renewable Energy Technology Program, one of three first seals granted in the United States
- 2009 American Council of Education Service Award presented by the Oregon Women in Higher Education organization.
- 2009 American Association of Women in Community Colleges, Oregon Chapter, Woman of Achievement Award

