

DONALD W. KNOX, JR.

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CAREER OBJECTIVE Experienced in line supervision, training and development, and budget management. Trained and proficient in Blackboard (6 – 9.3) 15+ years, WebCT (3.0 – 6.0), WebCT CE, Moodle, Moodle-Joule, D2L and CANVAS

EDUCATION **Ph.D. Applied Technology, Training and Development**, University of North Texas, 2000. Minor in Industrial and Organizational Psychology. Dissertation *The effect of leadership training on manufacturing productivity of informal leaders*

MA History, Midwestern State University, 2004.

MA Education, New Mexico State University, 1994, Major in Curriculum and Instruction, emphasis in adult education. Minor in History.

BS Psychology, Southwestern Adventist College, 1991, graduated Cum Laude, Minor in History.

Additional Graduate study Wayland Baptist University (Counseling 21 hours), Tarleton State University (Experimental Psychology 18 hours), Midwestern State University (Psychology 9 hours)

EXPERIENCE

3/1999 – PRESENT

Professor, Wayland Baptist University, Virtual Campus (adjunct status from 3/1999 – 8/2001)

- Prepare and teach courses in Psychology, Counseling, Business, Education, and History
- Graduate courses developed and taught include: Learning and Motivation, Adult Development and Learning, Integration of Technology into the Classroom, Organizational Theory, Organizational Behavior, Diversity, Leadership, Production Operations, Psychopathology, Testing and Evaluation, and Addictions.
- Provided administrative support for Altus Air Force Base campus (start up Winter term 2001) until campus dean named.
- Counsel graduate students and post-baccalaureate pre-service teacher certification students.

3/2000 – 5/2001

Manager, Human Resources, Howmet Casting, Alcoa Industrial Components, Wichita Falls, Texas.

- Responsible for compliance with all applicable Federal, State and Local employment laws.
- Responsible for the proper and consistent administration of Corporate and Plant policies.
- Responsible for administration of salary structure (exempt, nonexempt salaried, hourly and temporary), hiring, retaining and terminations at a 1200 employee facility.

3/1995 – 3/2000

Production Shift Supervisor, Barrier Extrusion Department, Cryovac, Sealed Air Corporation, Iowa Park, Texas.

- Responsible for the overall efforts of a twenty-eight member shift. This included training, administration, occupational safety, scheduling, product disposition and conformance to standard operating conditions.
- Worked with management to help facilitate cultural change within the organization.
- Co-facilitated a course on workforce diversity for all exempt employees.
- Facilitated courses on Time Management for exempt employees.
- Work with external and internal customers to ensure product is met customer requirements.
- Interacted with support groups to ensure reliable and efficient operation of equipment.
- Developed Department Quality Manual using ISO-9002 guidelines.

2/1994 - 3/1995**Safety and Training Supervisor, Howmet Refurbishment, Wichita Falls, Texas (now Pratt-Whitney).**

- Responsible for compliance of all applicable Occupational Safety and Health Administration regulations for a 180-person facility.
- Structured production training program for ISO-9002 certification.
- Drafted a comprehensive Occupational Safety manual for the facility.
- Responsible for the scheduling and maintaining of qualification records for the production staff.
- Participated with a cross-sectional employee team to publish an Employee Policy manual.
- Assisted the Manager, Human Resources, with personnel staffing.

10/1992 - 2/1994**Senior Engineer, Engineering Department, Westinghouse Electric Corporation, Waste Isolation Pilot Plant, Carlsbad, New Mexico.**

- Coordinated the Engineering department training program.
- Served on site and department assessment teams.
- Provided training on "Unreviewed Safety Question Determination (DOE 5480.21)" as Subject Matter Expert.
- Served on the site Document Review Committee.
- Facilitated Management seminars concerning restructuring and long-term planning.
- Developed and provided training for assigned topics as Subject Matter Expert for Engineering department and Department of Energy staff employees.
- Initiated training accreditation effort for the Engineering department.

5/1986 – 9/1992**Senior Engineering Technician-Nuclear (last position), Plant Engineering, TU Electric, Comanche Peak Steam Electric Station, Glen Rose, Texas.**

- Member of a multi-disciplined predictive maintenance group. Responsible for collection of vibration data, initial evaluation of collected data and provided input to other members of team for problem solution or equipment acceptance.
- Provided field and technical support to gas and lignite power plants within the TU Electric system. Acted as Area Coordinator (Containment/ Radiological Controlled Area) for three outages. Responsible for the timely completion of work activities.
- Monitored and operated power plant equipment. Performed Fire Brigade duties including Fire Brigade Leader.
- Performed On-The-Job training for Operations department personnel.

2/1978 – 5/1986**Staff Training Group Electrical Operator, US Navy, Nuclear Power Training Unit (A1W), Idaho Falls, Idaho (last duty assignment).**

- Responsible for and conducted all the classroom instruction for all staff electricians and supervisors in electrical theory and maintenance of electrical machinery.
- Trained all staff instructors in staff operator instructor duties, responsibilities and conduct.
- Evaluated personnel in the performance of watchstanding, instructor capabilities and equipment maintenance.

INSTRUCTION **Wayland Baptist University, Professor.**

EDUC-3301 - "*Principles and Practices in Education*" Upper level course (Education Department) in Educational Psychology. (Developed and taught using Blackboard)

EDUC-5301 – "*Learning and Motivation*" Graduate level course (Education Department) part of the M.Ed. and teacher certification programs.

EDUC 5380 – "*Adult Development and Learning*" Graduate level course (Education Department) part of the M.Ed.

EDUC 5381 - "*Adolescent Development and Learning*" Graduate level course (Education Department) part of the M.Ed and teacher certification programs

HIST 1303 – "*World Civilizations to 1500*", Freshman level survey course (History Department). Taught Face-to-Face and using Black Board 6

HIST 1303 – "*World Civilizations since 1500*", Freshman level survey course (History Department). Taught Face-to-Face and using Black Board 6

HIST 2301 - "*United States History to 1877*", Sophomore level survey course (History Department). Taught Face-to-Face and using Black Board 6 as a supplement

HIST 2302 - "*United States History since 1877*", Sophomore level survey course (History Department). Taught Face-to-Face and using Black Board 6 as a supplement

HIST-3303 - "*History of Texas*", Upper level undergraduate survey course (History Department).

HIST-3309 – "*United States Diplomatic History*", Upper level undergraduate survey course (History Department).

HIST-3310 - "*History of the 20th Century*". Upper level undergraduate survey course (History Department).

HIST-4305 - "*Recent America*". Upper level undergraduate survey course (History Department) covering United History from 1920 through 2000.

HIST 53XX – graduate courses in history. Courses include: Ancient Mediterranean Civilizations, Mediaeval History, The Crusades, Law and Politics 13th Century Europe, Renaissance, Reformation, The Tudors, Early Modern Europe (1750-1850), Early Modern Europe (1850 – 1950), World War II, Korean War, US West, US Latin America – 1800 – 1900.

MGMT-4306/5306 - "*Dynamics of Leadership*", Graduate level course (Business Department) part of the MBA/MA program. Also taught as an upper level undergraduate course.

MGMT-5305 – "*Organizational Theory*", Graduate level course (Business Department) part of the MBA/MA program.

MGMT–5318 - "*Production and Operations Management*", Graduate level course (Business Department) part of the MBA/MA program.

MGMT-5313 – "*Management of Diversity*", Graduate level course (Business Department) part of the MBA/MA program.

MGMT-5325 - "*Organizational Management and Behavior*", Graduate level course (Business Department) part of the MBA/MA program. Taught Face-to-Face and using BlackBoard 6.

PSYC 1301 – "*General Psychology*", Lower division undergraduate survey course.

PSYC 3302 – "*Motivation and Emotion*", Upper level undergraduate level course developed for Blackboard.

PSYC-4310/SOCL 4310 - "*Social Psychology*", Upper level undergraduate course developed using BlackBoard 6 – Dual listed.

PSYC-4309/SOCL 4309 - "*Psychology of Death and Dying*", Upper level undergraduate course developed using BlackBoard 6 - Dual listed.

PYC 4311 "Abnormal Psychology"

PSYC 4308 "Substance Abuse"

PSYC 4313 – "*Cognitive Psychology*", Upper level undergraduate level course developed for Blackboard.

RSWR 3345 – "*Research Writing Methods*", upper level course required of all majors.

SOSC 3318 – *Ethics for the Behavioral Sciences* – Ethics class for all Social Science majors

CNSL 5301 – "*Human Development*" graduate level course for Counseling majors.

CNSL 5302 – "*Research Methods and Data Analysis*" graduate level course for Counseling majors

CNSL 5305 – "*Testing and Measurement*" – graduate level course for Counseling majors

CNSL 5306 - : "*Vocational and Career Counseling*" - graduate level course for Counseling majors

CNSL 5308 – "*Substance Abuse*" – Graduate level course for Counseling majors

CNSL 5318 – "*Adult Psychopathology and Emotionally Disturbed Children*" - graduate level course for Counseling majors

MGMT 5309 – "Strategies of Human Resource Management" – graduate level course for MAM/MBA students.

THESIS COMMITTEES

Pauper Apprenticeship in English and American Children: A Comparison Vicki De Leon, Wayland Baptist University, April 2012, First Reader

Dubček and Prague Spring, William Bynum, Wayland Baptist University, November 2012, Second Reader

For Want of a Deployment Doctrine: US Military Deployment Railroad Operations during the Spanish-American War, 1898 – 1902 Richard Kaserman, Wayland Baptist University, January 2017, First Reader

OTHER INSTRUCTION

University of North Texas, Sheppard Air Force Base Extension, Adjunct Faculty.

ATTD-5500 - "*Research Seminar in Applied Technology, Training and Development*" Graduate level seminar course (Spring 2000).

Faculty of Record for courses leading to Texas Teacher Certification in Technology

Applications:

CECS-5020 "*Computers in Education*"

CECS-5030 "*Introduction to the Internet*"

CECS-5110 "*Introduction to Multimedia*"

CECS-5111 "*Introduction to Video Technology*"

Midwestern State University, Adjunct Faculty.

MGMT-3013 - "*Organizational Behavior*" Upper level undergraduate course covering theories of management and organizational behavior.

PSYC-1103 - "*General Psychology*" Lower level undergraduate course introducing general psychology to the general student population. Two sections taught one web-based using WebCT the other traditional.

PSYC 2203 – "*Human Behavior*" Lower level undergraduate course introducing psychology to the general student population. Usually the follow on to PSYC 1103.

PSYC 3233 - "*Developmental Psychology*" Upper level undergraduate course covering human growth and development.

PSYC-3403 - "*Social Psychology*" Upper level undergraduate course introducing Social Psychology. Course is web-based and is taught under a dual prefix (also Sociology).

PSYC-3853 – "*Health Psychology*"

PSYC-3913 – "*Personal Relations and Interactions*" Upper level undergraduate course covering learning and practice in personal and interpersonal skills.

PSYC-4113 - "*Industrial/Organizational Psychology*" Upper level undergraduate course introducing Industrial/Organizational Psychology.

PSYC 4773 – "*Substance Abuse*"

PSYC 4773 "*Evolutionary Psychology*"

SOCL-4353 - "*Sociology of Death and Dying*"

PSYC 6013 – "*Addictions Counseling*" – graduate level course for MA Psychology students

Vernon College, Wichita Falls Campus, Adjunct Faculty

HIST-1301 - *"United States History to 1877"*

HIST-1302 - *"United States History from 1877 to Present"*

PSYC 2301 *"General Psychology"*

PSYC 2314 *"Human Behavior"*

North Central Texas College – Bowie Campus, Adjunct Faculty

PSYC 2301 *General Psychology*

PSYC 2314 *Human Behavior*

Kilgore College – Kilgore Texas, Distance Education Adjunct Faculty

HIST-1301 - *"United States History to 1877"*

HIST-1302 - *"United States History from 1877 to Present"*

PSYC 2301 *General Psychology*

PSYC 2306 *Human Sexuality*

Central Texas College – Distance Education Adjunct Faculty

HIST-1301 - *"United States History to 1877"*

HIST-1302 - *"United States History from 1877 to Present"*

HIST-2311 – *"Western Civilization to 1715"*

HIST-2312 – *"Western Civilization since 1715"*

HIST-2381 – *"African-American History"*

Baker University – Distance Education

Baker University courses were taught using Moodle.

BBA 311 *Technology in the Workplace*

BBA 371 *Data Development and Analysis*

HIS 5011 *History of the Mafia*

MBA 542 *Statistics for Managers*

PSY 111 *General Psychology*

PSY 5135 *Psychology of Attitudes*

PSY 5013/SOC 4013 *Positive Psychology: Study of Happiness*

MAOL 540 *Maximizing Technology in Organizations*

TEXTBOOK REVIEWS

Duiker and Speilvogel "World Civilization 7th edition
Keene "Visions of America" 1st edition
Davis and Pallidino "Psychology" 6th edition
Nash, "The American People" 8th edition
Kinney "Loosening the Grip" 10th edition
Craig, "World Civilization" 8th edition
Morris, "Psychology" 13th edition
Brands, "*American Stories*" 2nd edition
Unknown – "American Encounters – Multiethnic History of the United States" (Wadsworth – Blind review)
Schweikart and Allen "A Patriot's History of the United States" 1st edition.
Privitera, "Research Methods" 1st, 2013
Anthis - Lifespan Development: Patterns, 3rd 2016
Juntunen, "*Counseling Across the Lifespan*" 2nd edition

PUBLICATIONS

Leynor, P. & Knox, D. An Eclectic Approach to Substance use Disorder Treatment. [Open Access J Addict & Psychology](#) 5(2): 2022. OAJAP.MS.ID.000606. DOI: 10.33552/OAJAP.2022.05.000606

Instructor Supplements for *Counseling Across the Lifespan* 2nd edition Juntunen and Schwartz, 2016, Sage.

Instructor Supplement Manual and portions of student CD-ROM "*Operations Management – Strategy and Analysis*" 2006 - 8th edition by Krajewski, Ritzman and Malhorta. 2006 Prentice Hall.

Instructor Supplement Manual for "*Statistics, Data Analysis, and Decision Modeling*" by Evans and Olson (3rd edition) 2006 - Prentice-Hall.

Development Editor – "*Introduction to Operations Management*" - 1st edition– Bozarth and Handfield. Prentice Hall. Developed the Instructor's Solutions Manual.

Accuracy checker for "*Operations Management – Strategy and Analysis*" 2004 - 7th edition by Krajewski and Ritzman (text and instructor's manual). Prentice Hall.

Knox, D., (2005) Effect of employee leadership training on manufacturing productivity. [American Society for Training and Development 2005 Research-to-Practice Conference Proceedings](#), 97-105.

Knox, D., Jr., & Walker, M. (2003) Effects of leadership training on the manufacturing productivity of informal leaders. [Workforce Education Forum](#), 30, 38-51.

Walker, M., Knox, D., Jr., & Beyerlein, M. (2001). How tapping informal leaders can improve organizational performance. [Workforce Education Forum](#), 28, 1-11.

Knox, D., Jr., (2000). [The effect of leadership training on manufacturing productivity of informal leaders](#). Unpublished doctoral dissertation, University of North Texas, Denton.

Knox, D. Jr., (1998). [The importance of informal leaders in organizations](#). Center for the Study of Work Teams, University of North Texas. Available: <http://www.workteams.unt.edu/reports/knox.html>

PRESENTATIONS

Knox, D. (2020 June) Helping your employees to understand and manage stress. Wichita Falls Human Resource Management Association meeting. Attendees were awarded 1 CEU.

Knox, D. (2019, May) How Personality Types Impact Communication and Leadership Wichita Falls Human Resource Management Association meeting. Attendees were awarded 1 CEU.

Knox, D. (2018, September) Ethics and Social Media Presented at the Piney Woods Counseling Association meeting Kilgore Texas. Attendees were awarded 4 CEUs.

Knox, D. (2016, November) Higher Education for Higher Educators: Is an Advanced Degree for You? and Lions, Tigers and Bears – a Different Look at your Personality Presented at the Texas Association of Registrars and Admissions Officers 2016 Conference. Marble Falls Texas.

Knox, D. (2015, November) Higher Education for Higher Educators: Is an Advanced Degree for You? and Lions, Tigers and Bears – a Different Look at your Personality Presented at the Texas Association of Registrars and Admissions Officers 2015 Conference. Houston Texas.

Knox D., (2014, November) Utilizing your personality – Empowering your voice to be heard Presented at the Texas Association of Registrars and Admissions Officers 2014 Conference. Waco Texas.

Knox D., (2013, November) Utilizing your personality – Empowering your voice to be heard Presented at the Texas Association of Registrars and Admissions Officers 2013 Conference. El Paso Texas.

Knox D., (2005, June). Effect of employee leadership training on manufacturing productivity. Presented at the Research-to-Practice Poster Session: More real-world reports and resources. American Society for Training and Development 2005 International Conference and Exposition, Orlando, FL.

Bradley, T. and Knox D., (2003, February). An investigation of confirmatory factor analysis. Presented at the Annual meeting of the Southwest Educational Research Association, San Antonio, TX.

Walker, M., Harris, E., & Knox, D., Jr., (2000, December). What we know about the use of ESL and Montessori techniques in training: Implications for marketing education. Presented at the 2000 Association for Career and Technical Education, San Diego, CA.

Knox, D., Jr., (1998, December). Leadership in teams. Presented at the Effective Work Teams workshop, Fall 1998 semester project (Dr. M. Beyerlein), University of North Texas, Denton.

OTHER

Worked with the University of North Texas on grant with the Graham Workforce Education Center to align high school curriculum with freshman level courses with Vernon College.

MEMBERSHIPS

Phi Alpha Theta – International Honor Society for History (Tau Gamma Chapter).
Member, Texas State Historical Association
Children's Aid Society of West Texas, 2007 –
Our Lady Queen of Peace Parish Council 2007 -11 term (President 2008/2010)

CERTIFICATIONS

CMII Certification, Institute of Configuration Management, 3 Weeks, May 1993 (Affiliated with Arizona State University, University of Leeds and University of Tennessee)

ASME Level II Startup Engineer - 1992

Corporate and Military Training courses completed:

- Intel Teach to the Future, 4 days, December 2003 (integrate Microsoft products into classroom curriculum)
- Community Leadership Association 23rd Annual Leadership Conference, June 5-8, 2003.
- Workplace Communications - Union Avoidance, 1 Day, Wichita Falls BCI, 1994, 1996, 1998, 2000
- Facilitator Training, Sealed Air, 2 Days, October, 1999
- Root Cause Analysis, Sealed Air, 2 Days, October 1998
- World Class Manufacturing, Sealed Air, 3 Days, September, 1998
- Managing Diversity, (participant and facilitator), 3 Days, Sealed Air, July 1998
- Statistical Process Control for Operators, (designed and facilitated), Sealed Air, 1 Day, July 1998
- Ergonomics, Sealed Air (CNA Insurance), 3 Days, November 1997
- Violence in the Workplace, Sealed Air, 1 Day, September 1997
- Time Management (participant and facilitator), 1 Day, 1996 - 1999
- Coaching and Counseling, Sealed Air 1 Day, July, 1996
- Business Writing that Works, Sealed Air, 1 Day, July 1996
- ISO Awareness, Sealed Air, 1 Day, February 1996
- Medical Case Management, Sealed Air 1 Day, February 1996
- "Synchronous Manufacturing", Spectrum Management - 5 Days, June 1994
- "Radioactive Waste Management" and "Environmental Risk Management"- Waste-management Education and Research Consortium, Self Paced 1993
- Waste Isolation Division Assessment Techniques - Performance Development Corporation, 2 Days, December 1993
- Waste Isolation Division Manager and Supervisor Training (MAST) Self Paced, 1994
- Instructor, Levels 1, 2 and 3 - Westinghouse Electric, 3 weeks 1993
- Machinery Diagnostics - Bently-Nevada Corporation, 5 Days, March 1991
- Practical Solutions to Machinery and Maintenance Vibration Problems- Update International- 5 Days, September 1990
- Machinery Vibration Analysis - Vibration Institute, 5 Days, December 1990
- Navy Alcohol and Drug Safety Action Program- 5 days, 1985
- Shipboard Fire Fighting School, 2 Days, 1980
- Solid State Regulators- 3 Days, November 1981
- Naval Nuclear Prototype Training - 6 Months January 1980
- Naval Nuclear Power School - 6 Months, July 1979
- Electrician's Mate "A" School- 8 Weeks, August 1978
- Basic Electricity and Electronics School, Self paced, May 1978

Member of a grief support group "Empty Cradle – Empty Hearts"
Work with the Grief Ministry at Our Lady Queen of Peace.

Given presentations on motivation to "Leadership Wichita Falls", American National Bank (WF), Rockwell-Collins (Cedar Rapids Iowa), Saint-Gobain Plastics (Marion, Ohio) and at the Center for Work Teams at the University of North Texas (included self motivation/ team motivation/ communication skills/ team building and/or diversity initiatives)

Given various presentations on "Grief and Grief Work" to church groups and other interested parties.

"History of the Church" and "Personality in Lay Ministry" for the John Paul II Institute of Lay Ministry

MSU-Texas Lifelong Learner Center (2021) lectures given on personality and on Evolutionary Psychology

Graduate Courses taken

Prefix	Number	Course Title	School
Training and Development			
ATTD	5010	Designing Technical Training	UNT
ATTD	5440	Facilitation Strategies	UNT
ATTD	5490	Diversity Issues in Training	UNT
ATTD	6030	Practicum	UNT
ATTD	6030	Practicum	UNT
ATTD	6200	Leadership Development	UNT
ATTD	6210	Trends and Issues	UNT
ATTD	6450	Needs Analysis / Curriculum Development	UNT
ATTD	6470	Evaluation Techniques	UNT
Research and Statistics			
EDER	6010	Statistics in Education Research	UNT
EDER	6020	Methods in Education Research	UNT
EDER	6230	Advanced Research Design (SPSS)	UNT
EDER	6240	Educational Data Processing (SAS)	UNT
EDER	6850	Statistical Simulation and Theory	UNT
ATTD	5480	Research Techniques in Technical Training	UNT
Education			
EDUC	502	Curriculum/Instructional Processes	NMSU
EDUC	538	Curriculum Development Process	NMSU
EDUC	539	Evaluating Instructional Strategies	NMSU
EDUC	586	Lang/Think for ESL Learners	NMSU
EMD	568	Process/Educational Change/ School Reform	NMSU
SPED	500	Special Education for Regular Educators	NMSU
SPED	502	Communication Disorders	NMSU
History			
HIST	540	The Tudors	TSU
HIST	560	Readings – World War II	NMSU
HIST	560	Readings – Korean War	NMSU
HIST	5003	Research Course in History – World Religions	MSU
HIST	5003	Research Course in History – Ancient Cultures	MSU
HIST	5013	History of Texas	MSU
HIST	5040	Metternich to Bismarck 19 th Century Europe	UNT
HIST	5040	Politics and Law 12 th & 13 th Century Europe	UNT
HIST	5123	History of England II	MSU
HIST	5213	Europe in the Middle Ages	MSU
HIST	5253	Renaissance to Reformation	MSU
HIST	5433	20 th Century Europe	MSU
HIST	5503	Early Russia and Tsardom	MSU
HIST	5523	Eastern European History	MSU
HIST	5613	History of the United States West, 1803 – 1890	MSU
HIST	5713	Historiography	MSU
HIST	6003	Seminar in Latin American History	MSU
POLS	4213G	Criminal Law	MSU

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Psychology and Counseling

C EP	570	Human Growth and Development	NMSU
CNSL	5303	Social and Cultural Foundations in Counseling	WBU
CNSL	5307	Ethics and Legal Issues in Counseling	WBU
CNSL	5317	Working with Children	WBU
CNSL	5318	Adult Psychopathology	WBU
CNSL	5319	Human Sexuality: Assessment and Treatment	WBU
CNSL	5379x	Psychopharmacology	WBU
PSY	502	Advanced Social Psychology	TSU
PSY	504	Human Development	TSU
PSY	515	Physiological Psychology	TSU
PSY	520	History and Systems of Psychology	TSU
PSY	521	Evolutionary Psychology	TSU
PSY	522	Psychometrics	TSU
PSYC	5050	Leadership Theory	UNT
PSYC	5050	Organizational Learning and Creativity	UNT
PSYC	5050	Organizational Assessment	UNT
PSYC	5153	Theories of Personality	MSU
PSYC	5193	Special Problems – Comparative study of Internet courses and Face to Face Courses	MSU
PSYC	5308	Substance Abuse: Assessment and Treatment	WBU
PSYC	5540	Groups in Work Settings	UNT
PSYC	5823	The Rorschach	MSU
PSYC	5900	Special Problems - Change Management	UNT

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