

**Charlotte Houke, DBA CPA CGMA**  
**Southern Wesleyan University**  
**907 Wesleyan Drive, Central, SC 29630**

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**EDUCATION**

Doctor of Business Administration, Accounting (2011) GPA 4.0 Argosy University, Sarasota, FL  
Studied abroad completing International Projects Switzerland  
Completed two-thirds of all doctoral courses in residence  
Master of Business Administration (1997), GPA 3.8 Augusta State University, GA  
Bachelor of Science, Business Management, (1981) University of North Alabama, AL

**CERTIFICATION / PROFESSIONAL DESIGNATIONS**

Certified Public Accountant (CPA)  
Chartered Global Management Accountant (CGMA)

**EXPERIENCE**

**(2010-Present) Southern Wesleyan University – Associate Professor of Accounting Tenure Track**

***Accomplishments***

- Continually create cutting-edge curriculum enhancing learning experiences in traditional, hybrid, and online classes
- Developed a fifteen part topical video clip teaching series of the accounting basics, including handouts, problems, and transcripts for the hearing impaired at <http://www.houke.net>

***Job Responsibilities***

- Teach accounting and finance courses in graduate business programs for the adult and graduate studies on four campuses in South Carolina in face-to-face and online formats.
- Develop online courses and write curriculum for accounting classes in graduate and undergraduate programs
- Mentor new accounting faculty and adjunct faculty members
- Serve on various faculty committees

**(2000-2010) Augusta Technical College, Waynesboro Campus Accounting Instructor/Advisor.**

***Accomplishments***

- Created engaging classroom experiences reflected by positive student evaluations, high retention and graduation rates that exceeded the benchmarks for the program by over 400%
- The Accounting program flourished and experienced exceptional growth since the branch opened in spring of 2000 with three accounting majors. During my ten year tenure the accounting program grew and graduated more students each year than any other program on the campus.

***Job Responsibilities***

- Developed, maintained, and taught course content for ten accounting and business classes to associate degree students in online, hybrid, and web enhanced formats
- Developed, maintained, and updated instructor guidebooks for ten accounting classes
- Advised and counseled students and guided graduates into permanent job acquisition
- Created test banks for accounting classes to be used in the college-wide test bank repository
- Actively involved in recruitment and retention activities
- Placed/managed students in internships and developed business contacts in the community
- Completed annual staff development goals and mentored adjunct faculty
- Maintained documentation of the institutional effectiveness plan, state standards, SACS accreditation, and PAR/PAS activities for the accounting program
- Prepared all required reports for the accounting program on the campus including budgets
- United Way fundraising coordinator

- Completed a three year term on the President's Advisory Counsel
- Active member of the advisory board for ten years and served three years as secretary

**(1999-2000) Gateway Store, Augusta, GA. Software Trainer/Administrator**

***Job Responsibilities***

- Marketed and taught in-depth software courses including Word, Excel, Access, Publisher, Outlook, Windows, Quicken, and Internet Explorer to local businesses
- Responsible for all administrative responsibilities in the software training center

**(1995-1999) The Business Consulting Group, Inc., Augusta, GA. Business Consultant**

***Accomplishments***

- Clients experienced many positive benefits including cost reductions averaging 27%, increases to sales revenue exceeding 100%, improved business processes, enhanced ability to identify unprofitable business lines, increased productivity and efficiencies, and enhanced budget forecasting.

***Job Responsibilities***

- Assessed client needs and wrote and presented proposals that promoted new business
- Developed business plans, conducted profitability audits and designed accounting systems
- Created and facilitated customized training programs for clients

**(1992-1994) Augusta Technical College, Advanced Manufacturing Technology Center  
Augusta, GA Trainer/ Facilitator**

- Developed, marketed, and presented local, regional, and national seminars and classes on Activity Based Cost Management (ABCM)
- Helped clients improve decision making information using ABCM tools and techniques

**(1988-1991) Southwest Tennessee Community College, Business, Industry, and Government  
Department, Memphis, Tennessee. Accounting Instructor**

- Taught accounting principles classes through the business, industry, and government department at Federal Express and the Internal Revenue Service

**(1985-1987) City Public Service (Public Utility), San Antonio, TX. Financial Accountant**

- Prepared monthly, quarterly, and annual financial reports
- Conducted budget studies and automated reports using Lotus 1-2-3
- Coordinated the completion of the annual audit schedules
- Analyzed accounting policies to ensure compliance with utility industry regulations

**(1983-1984) Hardin, Wolfe, Bradley, & Co. CPA Firm, San Antonio, TX. Tax Accountant.**

- Prepared individual, partnership, and corporate income tax returns
- Performed additional accounting services as directed

**PUBLICATIONS AND PRESENTATIONS**

**Peer Reviewed Journals**

2012 Houke, C., & Amaria, P. An analysis of the types and severity of accounting rule failures in reported financial restatements of US and foreign firms. *The International Journal of Business, Accounting, and Finance*, 6(2).

2010 Houke, C. T., Ivory, R. C., & Amaria, P. Assessing hospital profitability - Does hospital size make a difference? *American Journal of Business Research (AJBR)*, 3(2), 111-130. ISSN 1934-6484

**Dissertation**

2011 Houke, C.T. *An analysis of the types and severity of accounting rule failures in reported financial misstatement of US and foreign firms*. Doctoral Dissertation, Argosy University Sarasota, Florida, 2011.

**Peer Reviewed Conference Proceedings and Presentations**

- 2014 Houke, C. Developing an Academic Mission Trip: Making a difference at the intersection of faith business in the mission field. *The Christian Business Faculty Association Annual Conference Proceedings, Nashville, Tennessee, October 9-11, 2014.*
- 2014 Houke, C. Discovering Practical Applications of the Balanced Scorecard: Bridging the gap between theory and practice. *The Georgia Association of Accounting Educators, Stone Mountain Inn, Stone Mountain, Georgia, February 7-8, 2014.*
- 2013 Houke, C. Designing a Personal Balanced Scorecard: A student-based comprehensive learning project. *American Accounting Association Southeast Regional Conference, Nashville, Tennessee, April 6, 2013.*
- 2012 Houke, C. T., & Amaria, P. An analysis of the types and severity of accounting rule failures in reported financial misstatements of US and foreign firms. *The International Academy of Business and Public Administration Disciplines Conference, Orlando, Florida, January 2-5, 2012. Conference Proceedings 9(1) Print. ISSN 1547-4836*
- 2012 Houke, C. & Eischen, D. A Holy Collaboration: The integration of faith in the online environment. *The Christian Business Faculty Association Annual Conference, Langley, British, Columbia, June 25-29, 2012.*
- 2010 Houke, C. T., Ivory, R. C., & Amaria, P. J. Hospital Profitability. *American Institute of Higher Education's 4th International Conference, Williamsburg, VA, March 17-19, 2010.*
- 2009 Houke, C., Chu, S., Huang, C. M., Murray, M. D., & Amaria, P. Financial performance of global industries 2004 to 2008. *7th Annual Business Conference, Argosy University, Sarasota Campus, Sarasota, FL-34235.*
- 1998 Houke, C. & Kuniansky, H. Midlands Nursery: A cash flow case study. *The Southwest Case Research Association Annual Conference, Houston, Texas, March 1998. Conference Proceedings. Print.*
- 1997 Houke, C., Ibraheim, N., & Jackson, P. Implementing activity-based costing systems: An exploratory survey of issues, benefits, and effect on overall performance. *The Institute for Operations Research and the Management Sciences, Oct. 2, 1997 Myrtle Beach, South Carolina. Conference Proceedings. Print.*

#### **Faculty Supervised Student Research**

- 2014 Bongard K., & Houke, C. The IT Access Security Process: Speed of execution and customer satisfaction. *Tenth Annual SC Upstate Research Symposium, April 18, 2014, Spartanburg, South Carolina. Conference Proceedings, Print.*
- 2014 Edmonds, L., & Houke C. The Critical impact of revenue and cash flow on a successful medical practice. *Tenth Annual SC Upstate Research Symposium, April 18, 2014, Spartanburg, South Carolina. Conference Proceedings, Print*

#### **Article**

- 1995 Houke, C. Improve your competitive position with activity based cost management, *The BCG Advantage*, Summer 1995.

#### **Roundtable Discussion Panelist**

- 2013 David and Goliath or “Small” versus “Large” Colleges and Universities. The American Accounting Association Southeast Regional Conference, Nashville, Tennessee April 6, 2013

#### **Research in Progress**

- “Academic Dishonesty: An Exploratory Survey of the issues, efforts, and views of the faculty.”

### **PROFESSIONAL MEMBERSHIPS**

- (1993-Present) Institute of Management Accountants  
Vice President of Communications, 1995-96; Vice President Education, 1994-95
- (2007-Present) American Accounting Association
- (2006-Present) Georgia Association of Accounting Educators
- (2012-Present) The American Institute of Certified Public Accountants
- (2012-Present) The Christian Business Faculty Association

#### **ACADEMIC ACHIEVEMENTS AND AWARDS**

- (2013) Faculty Member of the Year Nominee, Southern Wesleyan University
- (2012) Service award: Session discussant for the conference of the International Academy of Business and Public Administration Disciplines in Orlando, Florida, January 2012
- (2004) Instructor of the Year Nominee, Augusta Technical College
- (2002) Georgia Virtual Technical College (GVTC) Grant Recipient - to develop online accounting courses for the GVTC Library for use in colleges throughout the State
- (1997) Institute for Operations and Management Sciences, Winner - Best Paper in the Accounting Track
- (1997) Augusta State University Full-Scholarship recipient for the Becker CPA Review Course
- (1995) Member of the Year, Institute of Management Accountants Augusta Chapter