

## **KIMBERLEY GARTH-JAMES**

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kjames@apu.edu

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### **DEMONSTRATED CAPABILITIES**

- Administrative & Organizations (legal, structural, technological, political)
- Program and Curriculum Development
- Data Analysis and Evidence-based Decision-making (SPSS, Minitab, Excel)
- Managing Policy Implementation & Community Relations Expert (Educator, Advocate)
- Fulbright Specialist

### **EDUCATION:**

#### Thomas Pyzdek Institute

Six Sigma Black Belt Certification (2015).

#### The Jesuit University of San Francisco

Masters Education (2013). Multicultural Education and Human Rights

Thesis: *eLearning in Corrections and Effects on Inmate Subcultures*.

#### Golden Gate University

Masters Public Administration (1985). Administrative Organizations and Management

Paper: *Administration & Customer Service in Public Organizations*.

Doctor of Public Administration (1994). Organization Development and Partnerships

Dissertation: *Public-Private Partnerships in Corrections: The Quest for Joint Venture Program Operating in the California Youth Authority*. Useful to help change California laws & practice (Proposition 139, Governor's Inmate Work Program).

#### The Jesuit University of San Francisco

Bachelor of Science (1982). Biological Sciences.

Contributor UCSF-Research study on *Arachondic Acid and Brain Edema*.

### **CERTIFICATIONS:**

Board of Governors, California Community Colleges Lifetime California Teacher's Credential No. 357033, 1993. *Public Administration and Public Services*.

Independent Observer of PIECP Laws, (2001-2006). US Department of Justice and NCIA Prison Industries.

Certified Parole and Probation Policy Specialist, 16 CE units (1994). American Correctional Association.

Certified. Native American Program Policy Specialist, (2000-2002). Governor's Office of Criminal Justice Planning (now O.E.S.).

Minimum Continuing Legal Education Units in Sexual Assault, Rural Strategies, Hate Crimes, Stalking Homicide, Education in Prisons, California District Attorneys' Association. Former Lobbyist Associate, California Correctional Peace Officers' Association

### **RESEARCH INTERESTS:**

- Corrections Reform Policy Implementation and Evaluation
- Managing Policy Implementation

- Public-Private Partnerships
- E-Learning Policy and Program Development

## **PRESENTATIONS:**

American Society for Public Administration, Panelists (several years 2010-2016, see website).  
 Education and Work in Corrections Reform United Nations 13<sup>th</sup> Congress (2015). United Nations  
 Office of Drugs and Crime (UNDOC), Doha, Qatar.

Higher Education Teaching & Learning (HETL) Conference (2014). *Anchorage, Alaska.*  
 Topic: *eLearning for Global Learners and the Community of Inquirer Model.*

Global Perspectives Conference (2013). Auburn University, Auburn, Alabama.  
 Topic: *eLearning and the Community of Inquirer Model in Virtual University.*

*Teaching Public Administration (TPAC) Conference (2013).* The Jesuit USF, San  
 Francisco, California. Topic: *eLearning in Public Administration*

Western Social Sciences Association Annual Conference (2011). Salt Lake City,  
 Utah. Topic: *eLearning Education and Corrections*

International Social Sciences on Research Behavior. (2011). *Las Vegas, Nevada.* .  
 Topic: *Education, Work on Multicultural Offender Behavior*

Diversity in Higher Education (2010). American Association of University Professors  
 Annual Conference, Washington, D.C. Topic: *Improving Higher Education: Women of  
 Color, Promotion and Tenure.*

EEE '09 Conference (2009). Sponsored by National Science Foundation, Las Vegas,  
 Nevada. Topic: *A Summary Analysis of E-Learning, Prisoners and Reentry.*

United Nations, 52<sup>nd</sup> Commission on the Status of Women (2008). New York,  
 NY. Topic: *Violence Education and Microfinance for Women.*

United Nations, 51<sup>st</sup> Commission on the Status of Women (2007). New York, NY.  
 Topic: *Sexual Violence and Discrimination.*

ABI International Conference, St. Catherine's College (2006). Oxford University,  
 England. Topic: *Policy Program Implementation and Evaluation (Women and Violence)*

California Literacy Conference, Trends in Education (2005). Los Angeles, California  
 Topic: *Reentry and Correctional Education.*

California Refugee Bureau Conference (2006). Los Angeles, California.  
 Topic: *Transforming Public Agencies for Multicultural Education Program Effectiveness and  
 Teacher Preparation (charter schools, non-public school programs).*

California Jail Programs Association (2006). Los Angeles, California. Topic: *4-hour  
 Jail Education Training Performance Improvement & Outcome Measures.*

American Biographical Institute International Conference (2005). Dublin, Ireland.  
 Topic: *Policy and Violence against Women.*

Pacific Rim Conference on Correctional Partnerships (2001). Funded by California  
 Corrections (2001). San Francisco, California Panelist topic: *Program Assessment: Joint  
 Venture Partnerships.*

Central Latin Administration (CLAD) Conference (1998). Venezuela. Paper:  
*Managing and Evaluating Joint Venture Partnership in the Public Agency.*

People's Republic of China Delegation (1995). Visitation to CSU-Sacramento,  
 California. Topic: *Higher Education in the USA.*

International Lecturer, USA, Canada, Latin America. Topics: *Public policy implementation and  
 effectiveness and efficiency issues related to developing public agency capacity through partnerships,  
 state administration of partnerships, vocational education policy and corrections, and motivational  
 speaker to jail education practitioners.*

## **APPOINTMENTS:**

Evaluator, Notre Dame de Namur University Institutional Research Board (2013-2019)  
Capstone (thesis) Method and Content Advisor, Notre Dame de Namur University (2013-2019)  
Thesis/dissertation Advisor, The Jesuit USF (PA Program, 1998-2006)  
Faculty Advisor, Delta Mu Delta Honor Society (2018- 2019)  
Policy Advisor, Victims Advisory Group, US Sentencing Commission (2012-2018)  
Board Member, Section Women in Public Administration, ASPA (2016-2018).  
Commissioner, Board of Supervisors of Sacramento County Housing and Human Rights Commission (2014-2016)  
Commissioner, Human Services Coordinating Council, (2008-2014).  
Advisor, Elections Committee, Priority topic: Strategic Leadership Transition in Public Service Agencies. American Society for Public Administration (2008-2012).  
Prison-based Businesses and Vocational/Education Programs (report to US Congress).  
Chair, Welfare Reform Committee, Human Services Coordinating Council, CA. (1993- 1998).  
Justice Policy Specialist (consultant advising to California's chief executive regarding grants administration, program evaluation and outcomes), Governor's Office of Criminal Justice Planning (1998-2001).

## **PROGRAM DEVELOPMENT**

Evaluator, Criminal Justice Program (curriculum & instruction) Development, Excelsior College, Philadelphia, PA (2017).  
Evaluator, Master Public Administration Program, Colorado State University-Global (online), Greenwich Village, CO (2016).

## **TEACHING EXPERIENCE:**

### **Azusa Pacific University, Azusa, CA**

**2019-present**

Associate Professor, MPA Program Director; and, director for Center of Public Policy Sacramento. Implement the Darling Foundation grant for the Public Administration Study Away Program, program (curriculum) development, instruction and community engagement.

### **Notre Dame de Namur University, Belmont, CA**

**2013-2019**

Assistant Professor, MPA Program (on-ground) and online. A results-oriented professor of graduate student professionals representing police, local governments, disability nonprofits, and other public and regulated private sector industries, that seek career advancement by learning research and statistical data analysis, and administrative law, cultural management and leadership as well as writing and presentation skills using modern technologies. Work with students that are traditional undergraduate students to advise and mentor; and, serve as member advisor on the Institutional Research Board (IRB), and research as well as liaison to the MPA Advisory Board. Currently working to establish an online program in Criminal Justice Administration.

### **Adjunct Teaching appointments.**

**1988-2014**

*USF-College of Professional Studies (1994-2013), teaching Research Methods, Statistics, Legal Issues in Corrections, Program Evaluation, Total Quality Statistics (Pareto, Control Charts), Strategic Management. Blended instruction including traditional classroom and online with*

Blackboard. Methodology and Content advisor, Master's Thesis (see publications page). *California State University System (1998-2014)*, curriculum development and teaching American Government, Criminal Justice Policy, Race, Crime and Justice, Research Methods, Criminal Justice Management, and Juvenile Corrections. *Faculty, DeVry University (2007-2012)*, teaching courses in criminal justice department and writing the curriculum (Constitutional Law, Criminology Theory, and so on).

**Academic Program Director. 2012-2015**

Director of Public Business Program (finance, economics, accounting, MPA, MBA-Public Administration), for a for-profit online university. MPA Program courses for management level law enforcement included managing justice administration agencies.

**Associate Professor and Program Director 2006-2007**

Politics & Public Service (PPS) and Criminal Justice Program; *Kentucky Wesleyan College*; Engaged in community relations to create strategic alliances between government and nonprofit organizations and government and private business; co-founded the Nonprofit Coordinating Council of Owensboro to focus on NPO issues; served as the advisor to *Green River Area Development* to improve educational opportunities in five counties of Kentucky for high school and community college graduates, interpreting education policy (KYEd. Code) and, advising on teacher quality and career technical education issues; and, helping to develop courses for high school-to-college such as in statistical thinking and corrections. Established the Public Service degree major and minor; created online course program for public service; instructor and student advisors; created agency assessment tools for NPOs Core Competencies and problem resolution; served on President Committee on KWC 10-Year Goals; and the faculty policy and administration Committee on Committees. Courses: Research Methods, Public Management, Statistics and Program Development, Criminal Theory, Constitutional Law, Community Relations; and Conflict in Public Organizations; Criminology, Juvenile Corrections and Policing; online course in Public-Private Partnerships.

**Lecturer/Program Developer 1981-2004**

Executive MPA Program, Golden Gate University, courses in political budgets, program evaluation and management to executives in State Civil Service; helped professionals administer policies and evaluate programs to achieve performance goals of Government Performance Results Act based on the PART Toolkit. State managers learned program management and policy decision-making to improve efficiency among workers. Master's Advisor. Courses: Public Administration, Online with WebEx and Blackboard. *LCP International Institute* (now Kaplan University). Developed high school to college courses in Government, Politics & Administration, Writing and Cultural Issues for students desiring to attend CSU-Sacramento; and, program development for Pre-MBA foreign students, which resulted in an increase in student enrollment and favorable program ratings; and, served as advisor to school-based committees as the Hispanic, Southeast Asian and Black Student Unions, African Club and the College Women's Club. Managed program deliverables to align with mission and goals of the Institute. We were able to bring issues relating to ethnicity and gender to attention of the

university and broader community by having multi-cultural day events and presentations.  
Courses: Management, Cross-cultural Education, American Studies, American Government and Public Administration (Master's level) Research Methods & Statistics.

## **PUBLIC SERVICE**

### ***Education Program Consultant.***

**2001-2006**

California Department of Education. Oversaw the administration of federal and state laws at the local level (Workforce Investment Act, Adult Education and Family Literacy Act, Title II) governing schools (local education agencies, LEAs), nonprofit organizations, library programs and private entities providing adult education in Los Angeles County, San Francisco City and County and Alameda County. Managed a \$14 million-dollar correctional education program, including compliance monitoring, program evaluation to meet expected program deliverables, training professionals in data analytics and legal procedures for federal and state compliance. Coordinated the creation of the CalPeds Data System (earned the Superintendent's Big Data Certification). Interfaced with political professionals from the California Legislature, and control agents as Department of Finance, California Teachers' Credentialing, and state colleges and universities involved in adult and correctional education curriculum, instruction and compliance with laws. State Jail Education Coordinator (applied data analysis to improve the programs saving California thousands of dollars).

### **Executive Assistant.**

**1985-1988**

Department of Defense Dependent Schools Served a General and Foreign Service National, by overseeing the administration of federal mandate governing 270 schools serving US Military and Foreign Service dependents living abroad. Supervised 5 division administrative staff, received budget reports and education materials and reports; research and summarized ways to improve programs (e.g. smaller classrooms, teacher quality and recruitment); established a library; delivered program objectives through seminars to DOD community and FSN. Managed projects and political budgets. Devised and implemented ways to improve workload efficiency by combining tasks overseeing the production of school calendar of events. Interfacing with top-level military personnel. Top Security Clearance. **Immigration Visa Spécialiste., US Embassy, London, England.** Working on the US-UK immigration visa program, including policy analysis and public relations with diplomats. Top security clearance Appointment to the US Embassy Immigration Visa Section, to interpret legislation and policy directives pertaining to Immigration Farm Workers Program. Top Security Clearance.

## **POLITICAL SERVICE**

### **Governor's Office of Criminal Justice Planning**

**1998-2001**

*Presently, Homeland Security Office.* State Coordinator for DMC and Native American Youth. Oversaw the administration of the federal grant program in *Juvenile Justice Delinquency Prevention Branch*, Responsible for multi-million-dollar federal grant program Title II for Disproportionate Minority Confinement and Native Youth, within one year have guided development of program services to these communities. As Senior Criminal Justice Specialist and State Coordinator, community relations for support of the California Established DMC and Native Work Groups as part of the Governor's Appointed State Incidence Based Reporting System and DMC Database at the

Department of Justice. Preparing documentation as report writing, editing, and reviewing legal documents, and statistical analysis for program implementation and efficiency prioritizing political goals, and used data sources to help improve state and local programs. Worked as public relations expert with community governing bodies that influence state and local public laws and legal procedures. Managed the Sexual Assault Program, Correctional Education Program and Native American Program. Administer the California District Attorneys' Association multi-million-dollar grant, including taking legal courses/trainings in sexual assault, rural criminal justice, hate crimes and so on.

**California Peace Officers Association**

**1992-1995**

Lobbyist/Consultant. Responsible for administering policy for this million-dollar PAC interested in getting criminal justice, education and budget, legislation through the California State Legislature. Researched, analyzed data and supervised projects and stayed within budget. Clarified laws related to corrections education and program performance as well as promoted the union's position on criminal justice and victims' rights, TV Violence and Education, to policy makers at the State Capitol, in Washington, DC, and abroad in Canada, Europe and Latin America. My work improved image of the union in the minority community and State Capitol; worked on Meagan's Law, competitive retirement, and wrote articles for the *Peacekeeper* magazine. I served on task forces in the community to promote performance goals (efficiency goals/outcomes) and objectives related to the union's position on sexual harassment and violence, mental illness (PTSS), worker's compensation, and taxation. Task force: *Little Hoover Commission*; Presley's Corrections Committee; and *Blue Ribbon Prison Management Commission* to revamp the corrections system. My doctoral dissertation (or book *HOW PIE Turns Predators into Producers*) on inmate reentry using work and education offered valuable insights to these stakeholder groups.

**California State Senate, Penal Code Committee**

**1989-1992**

Policy Consultant. Managed the penal codes program for Senator Kenneth Maddy including organizing two senate hearings on Sentencing Reform Laws and Drug Prevention Education in Schools. **Joint Legislative Prisons Committee.** *Consultant* to Senator Robert Presley (D-Riverside), researched, and analyzed data on programs that worked; e.g., my research led to Day Fines program discussions and subsequent legislation. Facilitating the interactions between Corrections agencies (BOC, Jails, CYA, and CDC) related to improvements in inmate population management for efficiency and effectiveness standards. Organizing the senate Corrections Oversight Hearings, developing legislation, serving as primary resource for Governor's Inmate Work Program (my doctoral dissertation topic); and with the Senate Appropriations Committee; initiated the investigation of government agencies to determine operating efficiency; and, coordinated community collaborations with the private sector by reducing policy barriers and identifying budget issues for Senate Hearings.

**BUSINESS LEADER:**

**Consultation, Education, Evaluation (CEE), Incorporated (NGO).**

**2013-present**

We have *United Nations Special Consultive Status*. Founder of this NGO that works internationally and locally to help nonprofits advocate for and change policies regarding violence against women, education of vulnerable populations and working effectively in public-private relationships. Use data analytics to help companies succeed with grant outcomes. Our presentation at the 13<sup>th</sup> Congress on

Crime and Prevention is available at the UNDOC website. *Kids Aligned in Growth and Leadership (1990-2006) Gross Receipts \$300.000*, which primarily focused on helping kids get to college. Provides training on setting up nonprofits and using program evaluation and research to remain in compliance with grant funding agencies. We have worked with Shell Corporation in the Bay Area to literacy through The KAGL Club program for immigrant/refugee K-12 students help them succeed in college and by using mentors.

**EDITORIAL ACTIVITIES:** Special Editor, American Society for Public Administration, *Public Administration (PA) Times magazine* (2019), *American Journal of Educational Research* (2014-2018); Reviewer, *Journal of State and Local Government* (2011-2013); and, Editorial boards: *NAB in Criminal Justice*, and *Journal of Forensic Sciences and Crime Studies*.

### **AFFILIATIONS/AWARDS**

American Society of Public Administration Section on Women in Public Administration (2017-2021)  
US Sentencing Commission, Victims Advisory Group (2012-2018)  
American Society for Public Administration (200-2016)  
Delta Mu Delta Honor Society (Honorary Member) Society (2018, Lifetime)  
UN Educational, Scientific and Cultural Organization (UNESCO)  
UN Public Administration Network  
California Department of Education, Superintendent's Data Analysis Award (2006)  
**California Legislature Resolution Honoree for Community Service** (presented on Assembly Floor, 2006)  
YWCA Outstanding Women's Award Government & Law (2000)  
International Ambassador's Award, Oxford, England, 2006  
Biographical information in *Marquis Who's Who in America*, 2001-06.  
National District Attorneys Certification of Appreciation for Training (2004)  
Office of Tribal Programs, National Training Certificate (2004)  
National Association of Female Executives (1998)**Publications (select few)**

Garth-James, K. (2019). Exploring work and education in Modern Corrections as a recidivism reduction strategy. *International Journal of Innovative Science and Research Technology*. 4(6), 324-332.

Garth-James, K. (2018). Victim offender mediation/reconciliation. *SAGE Encyclopedia of Surveillance, Security and Privacy*, Vol. 4, 1098-1100.  
<http://dx.doi.org/10.4135/9781483359922.n479>.

Garth-James, K. (2018). Women, girls and the body. *SAGE Encyclopedia of Surveillance, Security and Privacy*. <http://dx.doi.org/10.4135/9781483359922.n493>.

Garth-James, K. (2018). *Community-based research and statistical analysis*. Ontario, Canada: Tophat.

Renderos, H., & Garth-James, K. (2019). Immigrant narrative perspectives: Exploring implicit bias in higher education. *International Journal of Innovative Science and Research Technology*, Vol. 4(6), 534-542.

**ARTICLES, BOOKS, AND PAPERS** (Available by Google Search, Amazon under name Dr. Kimberley Garth-James)

**MOTO:** *Keep Searching...It's Out There*