

## MARLA KENIMER WILKS, M.A.

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mwilks@uga.edu

(770) 856-8215

### EDUCATION

*In progress* Doctor of Philosophy, Higher Education – University of Georgia

August 2006 Master of Arts, Sociology – University of Georgia

June 2001 Bachelor of Science, Psychology – University of Georgia

### EXPERIENCE

July 2016 – present

#### **Educational Program Specialist**

*USG eCampus*

I administer learning outcome assessments, course evaluations, faculty evaluations, and course learning materials. I manage the collaborative data extracts from our learning management system, compile and analyze data from numerous sources to contribute to the annual Fact Book, and complete various data requests from eCampus stakeholders. I design, assess, and manage a wide range of surveys on topics such as student services, OER quality, and mentorship programs. I contribute to student success through outreach and support activities, assist with faculty credentialing processes, and manage institutional course equivalency data. I am an experienced user of Stata, Qualtrics, Tableau, gretl, Xitrac, Brightspace, and general office programs.

August 2016 – August 2018

#### **Sociology Instructor**

*USG eCore via University of West Georgia*

February 2016 – July 2016

#### **Chief Administrative Officer, Office Manager**

*Plates, Inc. dba Plates on the Square & Uncorked; Higher Ground Properties LLC*

I managed all the financial records of the two businesses including payroll, taxes, bills, insurance, sales reporting, costs, security deposits, loan payments, and monthly rents. I also tracked expenses for renovation projects and assisted in staff management. I performed monthly analyses on all accounts and used the results to improve the services and success of the businesses.

July 2013 – January 2016

#### **Departmental Assistant, Criminology**

*University of West Georgia*

I collected data to assist with departmental and program level assessments. I provided support to the faculty and students in the Department of Criminology and the Survey Research Center to ensure that the department ran smoothly and efficiently. I managed the budget, processed expense reimbursements, coordinated class schedules and room assignments, completed hiring paperwork, purchased supplies, updated the website, assisted students, and completed other duties as assigned. I supervised student workers and had pCard responsibilities.

January 2008 – 2011

**Chief Administrative Officer, Office and Staff Manager**  
*Plates, Inc. dba Plates on the Square & Uncorked*

August 2007 – June 2008

**Tutor**  
*Carrollton Middle School*

June 2007 – January 2008

**Social Service Aide**  
*Home Ministries*

September 2004 – May 2006

**Graduate Teaching/Research Assistant**  
*University of Georgia*

I managed research projects, collected and analyzed data, and coordinated the work of other lab assistants under the direction of Dr. Dawn Robinson. I taught four break-out discussion groups per semester for an introductory sociology course under the direction of Dr. James Coverdill.

## **PUBLICATIONS**

Vo, N., Brodsky, A., Wilks, M., Goodner, J., & Christopher, K. (2018). "Infusing Authentic Learning into Online Courses: A Case of Online Introduction to Sociology." *Journal of Educational Multimedia and Hypermedia* (2018) 27(3), 395-413.

## **PRESENTATIONS**

Wilks, Marla, and Karen Lingrell, 2018. "Are You an eCore Partner Institution? Understanding and Using eCore Data." Presented at Georgia Association for Institutional Research, Planning, Assessment, and Quality Annual Conference, Macon, GA.

Vo, N., Brodsky, A., Wilks, M., Goodner, J., & Christopher, K., 2017. "Infusing Authentic Learning into Online Courses: A Case of Online Introduction to Sociology." Presented at Edmedia Annual Conference, Washington, DC.

Wilks, M., 2017. "eCampus Assessments." Presented at eCore annual meeting, Macon, GA.

Wilks, M. 2017. "eCampus Assessments." Presented at eCore annual meeting, Carrollton, GA.

Aikens, Laura and Alexander Watts, with Christopher D. Moore, Marla Wilks, Jody Clay-Warner, Dawn T. Robinson, and Chi Thai, 2006. "Measuring Emotion Using Infrared Thermography: The Relationship Between Self-Report Measures and Regional Face Temperatures." Poster presented at the University of Georgia Social Structure and Emotion Conference, April, Athens, GA.

Watts, Alexander and Laura Aikens, with Christopher D. Moore, Marla Wilks, Jody Clay-Warner, Dawn T. Robinson, and Chi Thai. 2006. "Measuring Emotion Using Infrared Thermography: The Relationship Between Autonomic Nervous System Response and Regional Face Temperatures." Poster presented at the University of Georgia Social Structure and Emotion Conference, April, Athens, GA.

Watts, Alexander and Laura Aikens, with Christopher D. Moore, Marla Wilks, Jody Clay-Warner, Dawn T. Robinson, and Chi Thai. 2006. "Measuring Emotion Using Infrared Thermography." Paper presented at the University of Georgia Center for Undergraduate Research Opportunities (CURO) Symposium, April, Athens, GA.

## **CERTIFICATIONS AND TRAINING**

Qualtrics – Research Core Expert Certified (*previously Bronze, Silver, and Gold Insight Professional*), 2017

Safe Zone Training, 2017

Green Zone Training, 2017

## **HONORS**

College of Social Sciences Outstanding Staff Award – University of West Georgia, 2015

Best of the West Values Recognition – University of West Georgia, 2015

Best of the West Strategic Imperative Recognition – University of West Georgia, 2014

Volunteer of the Year Award – West Georgia Rape Crisis Center, 2014

Outstanding Teaching Assistant Award – University of Georgia, 2005

## **GRADUATE COURSEWORK**

SOCI 6410 Current Sociological Theory

SOCI 6600 Research Methods

SOCI 6620 Analysis of Sociological Data I

SOCI 6630 Analysis of Sociological Data II

SOCI 6830 Sociology of Law

SOCI 8000 Special Sociological Topics - Sociology of the South

SOCI 8200 Seminar in Theory & Research – Categorical Data Analysis

SOCI 8200 Seminar in Theory & Research – Sociology of the Self

SOCI 8200 Seminar in Theory & Research – Hierarchical Linear Models

SOCI 8200 Seminar in Theory & Research – Social Movements

SOCI 8280 Gender Stratification

SOCI 8730 Social Psychology Theory

EDHI 8200 Institutional Research

EDHI 8910 Quantitative Methods in Higher Education I

EDHI 8910L Quantitative Methods in Higher Education I Lab

EDHI 8920 Quantitative Methods in Higher Education II

EDHI 8920L Quantitative Methods in Higher Education II Lab

EDHI 9050 Organization and Governance in Higher Education

## **REFERENCES**

Available upon request