**VITAE 2020**

**Name: POLLY J. (THOMPSON) KNUTSON**

**Rank:** Associate Professor

**Tenure Status:** Non-Tenured

**Year Joined Institution:** 2015

**Teaching Experience:**

***Courses Taught at LC State (2015 to present)***

Basic Accounting (ACCPT 101)

Principles of Accounting I (ACCPT/AC 231)

Principles of Accounting II (ACCPT/AC 232)

Payroll and Accounts Payable (ACCPT 105)

Fraud Examination (ACCPT 245/345)

Cost Accounting (ACCPT 235/335)

Accounting Ethics (ACCPT 250/350)

Accounting Information Systems (ACCPT 260/360)

Credit Collections (ACCPT 106)

Intermediate Accounting (ACCPT 233)

Auditing (ACCPT 280/480)

Government and Nonprofit Accounting (AC 319)

Managerial Accounting for the Hospitality Industry (ACCPT 234)

Management Accounting for Healthcare (ACCPT 236)

Accounting Capstone (ACCPT 299)

Computerized Accounting-Quickbooks (ACCPT 214)

***Courses Taught at University of Idaho (2019 to present)***

Intermediate Accounting I (ACC 315)

 ***Dual Credit Courses (2016 to present)***

Summit Academy, Cottonwood, ID (Basic Accounting – ACCPT 101)

 Lewiston High School, Lewiston, ID (Principles of Accounting I – ACCPT 231)

**Areas of Assigned Teaching Responsibility at LC State**

1. Financial Accounting
2. Managerial Accounting
3. Bookkeeping

**Educational Background**

***Postsecondary Standard Occupational Specialist Certificate with an Endorsement in***

***Accounting*** (4075), State of Idaho, Career and Technical Education

***M.S.*** *in Accounting*, **New England College**, September 2013

**Emphasis:** *Forensic Accounting*

***B.A.*** *in Business Administration*, **Washington State University**, December 1994

**Emphasis:** *Accounting*

***Secretarial I******Certificate***, **Kinman Business University**, September 1983

**Prior Experience not in Education**

4/20 to Present LC Business Solutions, LLC

 Lewiston, ID

***Owner/Partner***

5/17 to Present Russell Specialty Services, LLC dba Russell Construction

 Lewiston, ID

 ***Chief Financial Officer***

1/15 to Present PJ Knutson & Associates, LLC

 Clarkston, WA

 ***Owner***

7/13-1/15 University of Idaho

Moscow, ID

***Director,*** Office of Research Administration

12/09 – 7/13 University of Idaho

Moscow, ID

***Director*,** Office of Sponsored Programs

3/06 – 12/09University of Idaho

Moscow, ID

***Interim Director*,** Office of Sponsored Programs

1/05 – 3/06 University of Idaho

Moscow, ID

***Interim Manager***, Office of Sponsored Programs

2/97 – 11/02 University of Idaho

Moscow, ID

***Senior Accountant***, Trust and Investment Office

11/94 – 2/97 Manito Golf and Country Club

Spokane, WA

***Controller***

**Professional Memberships:**

Western Business Educators Association (WBEA) (2018 to present)

Idaho Business Educators Association (IBEA) (2015 to present)

Association of Certified Fraud Examiners (2015 to 2019)

**Professional Meetings Attended**

August, 2019 REACH, Career and Technical Education Summer Conference, Boise, ID

February, 2019 Western Business Educators Association (WBEA), National Meeting, Tuscon, AZ

October, 2018 Idaho Business Educators Association (IBEA) meeting, Sun Valley, ID

August, 2018 REACH, Career and Technical Education Summer Conference, Boise, ID

February, 2018 Western Business Educators Association (WBEA) National Meeting, Boise, ID

August, 2017 REACH, Career and Technical Education Summer Conference, Boise, ID

October, 2017 Idaho Business Educators Association (IBEA) meeting, McCall, ID

August, 2016 Career and Technical Education Summer Conference, Twin Falls, ID

August, 2015 Professional Technical Education Summer Conference, Boise, ID

August, 2015 CTE Pre-Service Workshop, Boise, ID

**Other Research Activity**

***Idaho Career and Technical Education Grant*** – Forensic Accounting/Fraud Examination Curriculum for Secondary Accounting Programs, 2018

**Consulting**

**Professional Growth Activities**

January, 2019 Canvas Pioneer – Early Adopters Cohort, LC State

September, 2017 Managerial Accounting for Ranchers, King Ranch Institute for Ranch Management, Texas A&M University, Kingsville, TX

June, 2016 Global Fraud Conference, Association for Certified Fraud Examiners (ACFE), Las Vegas, NV

September, 2015 Forensic Document Examinations, Association of Certified Fraud Examiners, Spokane Chapter, Global Credit Union, Spokane, WA

**Professional Presentations**

Knutson, P. (2018). *Using Forensic Accounting Practice Sets to Supplement Accounting Curriculum*. Presentation at the REACH CTE Summer Conference, Boise, ID.

Knutson, P. (2018). *How to Increase Secondary Student Interest in Accounting using Forensic Accounting as a Hook.* Presentation at the Western Business Educators Association (WBEA) AnnualConference,Boise, ID.

Knutson, P. (2017). *Career Showcase Event*: *How LCSC Designed, Developed and Implemented our New Marketing Campaign*. Presentation at the REACH CTE Summer Conference, Boise, ID.

Knutson, P. (2017). *Forensic Accounting and Fraud Examination: Curriculum Development Proposal*. Presentation at the REACH CTE Summer Conference, Boise, ID.

Knutson, P. (2016). *Forensic Accounting and Fraud Examination: Tips for Teaching at the Secondary Level.* Presentation at the CTE Summer Conference, Twin Falls, ID.

Knutson, P. (2015). *Forensic Accounting and Fraud Examination: Should These Subjects Be Taught at the Secondary Level?* Presentation at the Idaho Business Educators Association (IBEA), McCall, ID.

**Institutional Services**

 LC State

 BTS Division Representative to Curriculum Committee (16-17, 17-18, 18-19)

 BTS Division Representative to Budget, Planning & Assessment (17-18)

 BTS Promotion Committee (17-18)

 BTS Leadership Committee (16-17)

 BTS Career Showcase Committee (17-18)

 Scholarship Review Committee (16-17)

Applied Accounting Technical Advisory Committee Chair (15-16, 16-17, 17-18, 18-19, 19-20)

**Awards, Honors, Recognitions**

Nominee: 2018 ICTE Ambassador Award

**Professionally Related Community Activities**

*Volunteer Reading and Homework Helper* in the TLC Program for first and second grade students, First Presbyterian Church, Clarkston, WA (2015-2019)

*Group Leader*, Asotin County 4-H Program, Clarkston, WA (2005-2018)

*Special Activities Superintendent*, Asotin County Fair, Asotin WA (2006-2018)

*Bookkeeper* for LifeCenter Foursquare Church, Clarkston, WA (2012-2014)