

# KELCE COLLEGE CURRICULUM VITAE

## PERSONAL INFORMATION

**Name:** MELINDA A. ROELFS **Rank:** Courtesy Professor  
**Department:** Kelce Undergraduate **Office:** RH: 103 D  
School of Business  
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## EDUCATION AND PROFESSIONAL CREDENTIALS

MBA Northwest Missouri State University, 1995  
BS Northwest Missouri State University, 1993, International Business

## EMPLOYMENT HISTORY

June 2019 - Present Pittsburg State University  
Registrar  
August 2001 - 2022 Pittsburg State University  
Instructor  
January 2018 - June 2019 Pittsburg State University  
Assistant Registrar for Transcript Analyst  
January 2007 - January 2018 Pittsburg State University  
Director of Admission

## COURSES TAUGHT

### Pittsburg State University

ADMN 001, STUDY ABROAD, 1 course.  
ADMN 1, STUDY ABROAD, 5 courses.  
BIOL 599, NATIONAL STUDENT EXCHANGE, 1 course.  
COMM 599, NATIONAL STUDENT EXCHANGE, 2 courses.  
ENGL 599, STUDENT EXCHANGE, 1 course.  
GIT 599, STUDY ABROAD, 1 course.  
IB 330, INTERNATIONAL BUSINESS, 7 courses.  
IB 599, NATIONAL STUDENT EXCHANGE, 2 courses.  
MGT 599, NATIONAL STUDENT EXCHANGE, 1 course.  
MKTG 599, NATIONAL STUDENT EXCHANGE, 2 courses.  
SOSCI 599, NATIONAL STUDENT EXCHANGE, 1 course.  
UGS 100, FRESHMAN EXPERIENCE UNDECLARED, 1 course.  
UGS 150, GORILLA GATEWAY: UNDECLARED, 4 courses.

## **SERVICE AND CONSULTING**

### **Professional Service**

Chairperson, KACRAO Audit Committee. (September 2018 - 2022).

Member, National Association of College Admission Counseling (NACAC). (May 2000 - 2022).

Member, American Association of Collegiate Registrars and Admissions Officers (AACRAO).  
(August 1999 - 2022).

Member, Kansas Association of Collegiate Registrars and Admissions Officers (KACRAO).  
(1997 - 2022).