

## **Curriculum Vitae & Resume**

**Kim Rich Meister, Ph.D., NCIDQ, RID**

**Assistant Professor, Furnishings and Interiors**

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### **OBJECTIVE:**

To facilitate learning of interior design for the next generation while continuing research, both singularly and collaboratively, in design to enhance the quality of life sustainably for those utilizing the built environment.

### **Course List for Furnishings and Interiors**

**2019 to Present**

College of Family Consumer Sciences

Department of Textiles, Merchandising, & Interiors

#### **TXMI 2350 Design Fundamentals**

This is a beginning course for interior design in which the students are introduced to the elements and principles of design, environmental psychology, color theory, the design process, and space planning techniques. Development of problem-solving skills through creativity, and the application of design fundamentals necessary for successful residential design.

#### **TXMI 3330 AutoCAD & Residential Design**

This is a sophomore course where the students learn how to draft using AutoCAD for both residential and commercial projects. They also learn about details, sections, roof plans, finish plans, lighting plans, reflected ceiling plans, electrical and data plans to help generate small sets of construction documents for both residential and commercial projects following the proper protocols used in the interior design industry.

#### **TXMI 4240/6260 Promotion and Visual Merchandising**

This course explores promotion and visual merchandising as it relates to business, specifically purpose and conscious capitalism. The students also explore how promotion is done, and evaluates the techniques. Additionally, the students work with either a fashion show or a grand opening generating a budget and expectations as it relates to promotion and visual merchandising. Explore the components involved in the retail built environment such as space planning, fixturing, lighting, color, etc.

#### **TXMI 4300 Studio V Innovative Residential Design**

This is a senior studio in which evaluation, design, and advanced space planning of residential environments with consideration of new and current architectural and interior design industry trends, including sustainability, prefabricated, temporary, and multifamily. The types of residences will rotate out to keep things based on industry standards and trends in housing.

#### **TXMI 4320 Professional Practices**

This course is for the juniors to learn about the business practices of being an interior designer, how to create a resume, portfolio, cover letter, logo to apply for internships. Also to learn about project management, having your own business, codes, specifications as they relate to being an interior designer.

### **TXMI 4350/6350 History of Design, Interiors and Furnishings**

For this course, the students explore architecture, interiors, and furnishing of the western world from Ancient Egypt through to present day. Understanding the historical, social, political, economic and industrial influences of these areas to learn how the built environment has evolved. Also, to give the students a strong foundation in the history of interiors.

### **TXMI 4380 Fabric Materials and Cost Estimation**

For this course, the students learn more about the appropriate finishes, classifications, specifications, life safety, and material testing for appropriate interior use. Learning about how a drapery workroom operates, working with vendors, artisan etc. Learning how to estimate materials and labor costs for flooring, wall treatments, draperies, etc.

### **TXMI 4390 Studio VI Advanced Residential Design Methods**

In-depth study of the design process as it applies to the design of residential spaces, advanced space-planning techniques, analysis/synthesis methods used in designing interiors, and designing within specified economic constraints. Application of this knowledge to comprehensive studio projects. Residential design for special populations or non-traditional housing units. Design that focuses on community need and assistance.

### **TXMI 4900 Special Topics: Visual Merchandising and the Interior Environment**

This course is a mixture of students in visual merchandising learning more about how to visual merchandise an actual retail space. They have a real client, Epiphany, Athens, Georgia in which they are divided into 6 groups of 5 to help design the window displays. They also will design their own type of boutique.

### **TXMI 5310 Studio VII: Residential Interior Design for the Community**

This studio is a comprehensive capstone design studio aimed at applying design knowledge and problem-solving techniques to special interest projects in the local and various populations. Students will participate in the in-depth study of the design process as it applies to the design of residential spaces, advanced space-planning techniques, analysis/ synthesis methods used in designing interiors and designing within specified economic constraints.

### **TXMI 5330 Computer Aided Residential Design (REVIT)**

For this course, the students expand their AutoCAD skills by learning how to utilize a 3D modeling software called REVIT. The student's draft/model a 2-story house with a basement to include the construction drawing set and 3D views of the home inside and out. Space planning, lighting, roof plans, flooring, and working with finishes and construction types to generate the final project.

### **TXMI 5710/7710 NYC Maymester (Spring 2022 5/22-5/28)**

Developed itinerary and class requirements for the study away program that involves NYC Maymester. Itinerary included professional showrooms, professional designers, and the decorative arts along with cultural outings such as Graffiti art in Brooklyn, various museums, neighborhood tours, and attending a Broadway Musical/Show. Worked with the vendor VADO as well for coordination of the itinerary, hotel, and other outings such as the river tour. Student were exposed to the interior design industry for resources and networking to help aide in their careers as well as to develop their cultural awareness.

### **TXMI 5710/7710 NYC Maymester 2023**

Director for this program for the 2023 NYC Study Away for FM and FI students. Developed the packet for both groups based on required information from OGE, us and other departments for the students. Developed the classes for each meeting. Worked directly with the vendor, VADO, OGE, BFO office, the Bursar's office, Registrar etc., in order to have this trip work out. We had 37 students and 3 faculty members as well. Additionally, I wrote up the procedures for this program, as it has not been documented and to help others as they rotate into this position.

### **TXMI 5910 FI Internship**

Supervised work experience in off-campus business establishment with qualified, knowledgeable professionals in an area based on student's curriculum and career goals. Internship handbook contains complete instructions for course completion.

### **TXMI 9010 Directed Research (Interdisciplinary Master's Student from Warnell College, UGA, SU 2023)**

This course was custom designed for an interdisciplinary student wanting to become LEED Green Associate but had no background in architecture or interior design. We met twice a week for 2 to 3 hours each time to learn about the history of architecture and interior design. Understanding the specifications for all building and finish materials as they relate to the building design and construction. Then went through each category of LEED to understand what they are asking for in order to rate a building sustainably and to obtain LEED certification. Then discussed case studies and the application of LEED for a project. The student then took the practice exam for LEED Green Associate and passed with an 87%. Would like to make this a course to offer to others as well.

### **TXMI 3010 Directed Research (FI Undergraduate Student, SP 2023)**

This course was developed to help a student preparing for graduate school with an emphasis in accessibility through qualitative research. She developed a case study to solve a bathroom that needed to be accessible through research, design and problem solving. The student generated a short thesis and project for this class through my support. I am currently working with a colleague and the student to develop a publishable paper.

### **TXMI 7005 Graduate Student Seminar(s) (SU 22, SP 23)**

Developed two versions of this course, one focused on internship for Non Thesis FM student and one as project based course for another FM Non Thesis student. Helped develop guidelines for these types of courses with Dr. Seock to help other professors in the future.

### **CURRENT RESEARCH: (2022-Present)**

- **Universal Design:** (SU 23-Present) Working with a student and outside colleague on a paper about Universal Design based on a student's directed research thesis. Right now, the focus is how to improve Universal Design to be more inclusive. This will be a paper with a wide audience range.
- **Norman Bel Geddes:** (SU 22- Present) Visited the Harry Ransom Center in Austin, TX, part of the University of Texas researching Norman Bel Geddes' contributions to the design process, architecture/interiors and product design. Objective is to document how Bel Geddes contributions are still being used today via a paper/article.

- **Aging in Place:** I have been working with a client the past year to redesign her home for aging in place. The master bathroom was completed in 2023. The kitchen is the next phase of the project to be complete as well as the universal designed bathroom on the main floor. This has involved research, design (AutoCAD & Revit) via construction documents. Creating a photo journal of the process for the kitchen and the future universally designed bathroom. Coordination with client, vendors and the contractor. This is a service/community project and plan to develop an article/paper about this based on the design process, programming, aging in place and universal design.
- **Gustav Stickley:** Visited Stickley Farms Museum in Parsippany, NJ and met with the historian there to discuss and learn more about Gustav's influences on interior design, furniture, and a way of life and how all of this contributes to the quality of life. In support of this, I had two visiting artists, Herb & Kerry Stratford who developed and produced the documentary, *Gustav Stickley: American Craftsman*. They visited UGA on 11.15.23-11.17.23 for the screening and to lecture to the interiors history class. This was an open public event. I applied for and received the Visiting Artist and the Special Funding Request via the Willson Center in order to host the event. The goal is to write an article about his accomplishments and what it means to interior design.
- **Women Designers of the Arts & Crafts Movement:** Visited the Roycroft Campus in Aurora, NY. I have been working with the historian there to learn more about the influential women of the late 19<sup>th</sup> and early 20<sup>th</sup> century. This is for future topics about women artisans.

#### **CURRENT PUBLICATIONS (While at UGA):**

Meister, Kim Rich. (July 2019). "Specifying the Right Textiles for an Interior Commercial Project" *Journal of Textiles Science and Fashion Technology*, ISN 2641-192X, Vol 6, issue 2.

#### **TRAINING MATERIALS**

Meister, Kim Rich. (July 2023). "NYC Study Away Program Guidelines" This is a 5 page-evolving document to help program directors of the NYC Study Away program run more smoothly than I experienced. It has a timeline, contacts, what is required, working with VADO, working with other departments, getting the courses set up, setting up the syllabus and classes, managing expectations of the students, etc.,

Meister, Kim Rich. (March 2023). "2023 NYC Study Away Tour Packet" This is a 14 page packet that includes the syllabus & assignments, hotel location map and information, itineraries for both groups, expectations of the trip, behavior & dress, financial resources, how to register, and withdrawal policies. This has been adopted by OGE as a model for all other departments to use for their Study Away programs.

#### **FI WEBSITE:**

Assisting Mrs. Ellenberg, the chair for the Website Committee, to update the FI website (2022 to the present) within FACS website. I have been providing projects for all FI classes that I have access to as well as written descriptions, photos, etc., and sharing that with Mr. Jimmy Hansen. This has been ongoing since October 2022. We have now divided the site into 6 categories: Student Projects, Industry Experience, Competitions, Student Groups, CAD Lab, & Scholarships.

## **RECOGNITION AT UGA:**

2021 Thank A Teacher: Thomas Campbell (FM) & Kaylee Key (FM)

2022 UGA Career Center Acknowledgement from 2021 Graduate

2023 Thank A Teacher: Mallory Martin (FI)

2023 Alpha Omicron PI Inspire Ambition recognition from two FI students: Eli Wingard & Ginny Anderson

## **EVENTS:**

**2022 Senior Portfolio Show:** Held at the Indigo, Athens. 10 FI Seniors participated. Sponsored by NKBA.

**2023 National Arts & Craft Conference:** For this conference, I took 4 FI juniors, Alex Bumgarner, Barron Wallace, Bethany Edwards, and Cailin McKenzie to experience the classes and lectures they offer. Two took printmaking and two took coppersmithing with esteemed Roycroft Master Artisans. Exposure to this experiential learning opportunity was based upon student interest in the Arts & Crafts Movement.

**2023 Senior Showcase:** First opportunity to have an FI Portfolio Show for all seniors and was open to the public. Event was held at White Tiger in Watkinsville, and we had a great turn out. Faculty from ID and Dean Zvonkovic attended as well. This is sponsored by NKBA.

**2023:** Visiting Artists for the screening of **Gustav Stickley: American Craftsman**. More info under the grants received to hold this event. This event was open to all, students, faculty, staff and community.

## **FIELD TRIPS:**

For **TXMI 4350 History of Interiors, Design, & Furnishings**, (2020 to the present) a field trip (voluntary) to Monroe, GA to do antiquing to learn more about the decorative arts and to solidify what they learned in the history class. I provide lunch.

For **TXMI 4380 Material Estimations & Specifications**, (2021 to the present) a field trip to Hawthorne House to learn about the showroom and the services offered as well as learning more about specifications.

For **TXMI 5310 Studio VII Interior Design for the Community**, (2023 to the present) a field trip to The Graduate Hotel in Athens to help with their capstone course. Students get to tour The Graduate Hotel to learn about the operations and design of a boutique hotel including back of house and amenities. Space planning and event spaces such as restaurants and banquet rooms. Additionally how they incorporate the community into their locations since they are located in college towns. I provide lunch.

## **STUDENT COMPETITIONS:**

For **TXMI 4350 History of Interiors, Design, & Furnishings, Kravet Design Competition** (2021 to the present) is coordinated with Scott Kravet's team in NY as a textile design competition for Mid Century Modern Design. Students compete with each other a winner and second and third place is awarded. Winner receives an acrylic trophy award and all participants receive a certificate.

For **TXMI 4380 Material Estimations & Specifications**, (2022 to the present) another **Kravet Design Competition** that relates to their senior capstone course, the boutique hotel, have to design 3 textiles to be used in their project. Again, submitted to Kravet and their team in NY they select a first, second, and third place with the first place receiving an acrylic trophy award and everyone receives a certificate.

## COMMITTEES & STUDENT SUPPORT

### UGA:

- Undergraduate Coordinator (Fall Semester 2022)
- Maymester NYC Faculty & Director, 2022, 2023, 2024
- Graduate Education Committee (2020 - Present)
- FACS Faculty Advisory Committee (2021-2023)
- Graduate Thesis Committees (2020 to Present)
- Study Away Committee (2021-Present)
- NKBA Student Chapter Faculty Advisor: 2021-Present. Design of Distinction Gala, 8 students presenting.
- Committee member for Brett Whitley, MS Fashion Merchandising, Dr. Monica Sklar, advisor; Dr. Laura Mc Andrews – committee member.
- Committee member for Areeb Gul, MS Fashion Merchandising, Dr. Kati Medvedev, advisor, outside professor, and myself.
- FI Website Updates/Design with Thea & Jimmy (2022 – present) providing projects, write ups, photos, etc., to help update the FI website.
- Advisor for two non-thesis masters students.
- Committee member/Lead Instructor for PhD student
- Strategic Committee (2023-Present)
- Faculty Learning Committees (FLC): (2019 to present)
  - Increasing Student Reading
  - Non Tenure Track
  - Writing
  - Sustainable Writing
  - Sustainable Development Goals (Outside Learning Community with Ga. Tech, Kennesaw State, Ga. State)

### RESEARCH, PARTICIPATION, AND PRESENTATIONS UGA:

**UGA Faculty Learning Committee:** (2020) worked with a variety of professors in this group with a focus on how to encourage students to read more through a variety of techniques. My topic was **Critical Thinking and Reading**.

**Guest lecturer for TXMI 8050 TMI Research Methods,** Topic: Qualitative Research, explaining data coding for my PhD.

**Domestic Field Fellows Program:** June 13, 2023, presented my information packet for the NYC Study Away Tour that is being adopted by OGE as well as other study away programs to help manage expectations of the Maymester course.

**Couture a la Cart Presentation:** December 4, 2023, participated as a guest for the student presentations of their entrepreneurial project for Fall 2023 and asked questions and offered feedback.

### GRANTS AND FELLOWSHIPS

**Visiting Artist Grant & Special Funding Request (2022-2023):** This grant is through the **Willson Center for the Humanities and Arts**. I was awarded \$1,500.00 plus an additional \$500 through the Special Funding Request to help facilitate a documentary screening of Gustav Stickley: American Craftsman (11.16.23). This public event involved the screening at The Cine in Athens as well as the visiting artists, Herb & Kerry Stratford from Arizona State University to meet with the public and students. Additionally they also lectured in the FI history class the next day (11.17.23). Had

additional support from Jason Wech of ID, and one of my seniors, Barrow Wallace to help host our guests and attend the event. Winnie Smith and Dr. Richard Neupert were also vital to the success of this event.

### **Past Teaching Experience (2002-2010):**

**The Art Institute of Dallas/The Art Institute Online, Pittsburgh** Nov. 2001-April 2010  
**Instructor**

**Bachelors' Program in Interior Design, CIDA Accredited**  
**The Art Institute of Dallas, SACS Accredited**

#### **ID 1113 SPACE PLANNING**

Utilizing space-planning techniques using programming and bubble/block flows. Understanding the relationship of spatial needs using walls, furniture and finishes in a residential and corporate setting. Keep modifying and updating the course based on industry needs and FIDER/CIDA requirements.

#### **ID3043 INTERIOR DETAILING**

Demonstrating the significance of details and how the document cross-references itself to communicate the design and the design process. Importance of labeling and arranging the details for each page produced. Generating decorative and construction details for residential project.

#### **ID4002 SPECIALTY DESIGN**

**Corporate Jet:** Exploring a special type of design through research, speakers, and field trips and doing the programming and design solution from scratch. Each student decides who their client is and creates a design concept, space plan and a fully rendered presentation of their project and what they learned. For this class they are given the plan for a Boeing 737 jet and some templates for the interior.

**Museum:** Designing an addition to an existing museum in the style of a famous architect/designer. Space planning, elevations, lighting, way finding, cross-sections, façade and signage details as well. Space includes a gift shop and a café, all to be ADA compliant.

**Retail:** Students are given 5,000 to 6,000 square feet space to design the layout of a specialty store of their choice. Produce space plan, elevations, cross elevations, signage, way finding, reflected ceiling plan, façade design. The space is to include storage, displays, offices, ADA compliant restrooms.

#### **ID2072 CONTRACT 1**

Students learn how a set of construction documents is created for a tenant development space of 5,500 square feet. TAS (Texas Accessibility Standards) and ADA compliance is critical to the space plan to meet code. Building Codes are reiterated while the students are encouraged to explore other ways to create interior spaces in an office setting. They also learn about electrical and reflected ceiling plans and how the current Energy Code affects the design. In addition to the basic construction documents, they learn how to create details of millwork and how to submit a remodeled public restroom brought up to TAS standards for review.

#### **ID3082 HOSPITALITY**

Students learn how to program for designing a restaurant by deciding what type of restaurant it will be and what will be required for that specific restaurant. One requirement was that their restaurant had a bar/lounge area and design the bar area. They learn clearance requirements, TAS/ADA considerations with the whole design exterior included as well as

the restrooms. Students design a reflected ceiling plan to help support their overall design and understand the placement of luminaries and switching these luminaries correctly. They also learn the significance of 24-hour lighting and exit signage.

### **ID3082 HOSPITALITY/CULINARY COLLABORATION (Up to SU 2004)**

Students are paired up based upon common interest and work together to solve the design problem based upon each student's knowledge. They are required to meet on the odd weeks in class as well as meet outside of class to meet the objectives of the course and to prepare for the final presentations in front of both classes.

### **ID3062 ADVANCED CONTRACT**

Teaching students how to develop a floor plan further by using an entire floor plate to space plan and create a complete set of construction documents for a corporate office space. There are two additional pages, a demolition plan and a finish plan. The students select a company and create a corporate image through space planning, finish selections, furniture and systems furniture selections. They are required to have 1/3 of the space furnished in systems furniture and create a program with the stations selected, inventoried, and priced. Support boards are created to enhance the student's design including a logo they design for the company. In addition to the documents and the support boards the students are required to dress, professionally to have their presentations videotaped in which they then critique themselves for their presentation grade. This is to help them to see themselves and to aid in correcting language and body language when presenting.

### **ID2142 ADVANCED AUTOCAD 2002/2006**

Expanding the student's skills in AutoCAD 2004 and giving those assignments that reflect new applications of the program and the programs capabilities. Exposure to different drawing techniques, scaling, layer management, isometric views, bringing images such as their logos, creating a data base from a scanned floor plan, site plans and stair details, and understanding dimensioning and setting up the dimensions correctly and the versatility as well.

### **ID1083 DRAFTING II**

Teaching the students how to add the second floor to a house plan that they recreate from a not-to-scale dimensioned floor plan. Understanding dimensioning a two-story house and implementing the door and window schedules. Learning how to read and do elevations and cabinets sections. Reproducing the floor plan and creating separate electrical plans, lighting plans, and the thought process behind placement.

### **ID1032 DRAWING & PERSPECTIVE**

Teaching students the basics of perspective and freehand drawing. To understand how to draw what they see not what they know in order to produce realistic drawings of interior spaces and objects. Devised weekly quizzes on terminology, student's keep a drawing journal with required entries, sketch problems every week, learn to draw a one-point and a two-point grid.

### **ID3033 3D AUTOCAD 2002/2006**

Students learn the other side of AutoCAD and how to generate accurate 3D drawings in 1/8" scale, drawing all objects for the space, applying materials and learn how to scan actual materials in and adjust these to the appropriate objects. They learn the validity of layers, how to move objects and build objects in 3D, or solid modeling. They also learn how to set the lighting and how to create a true perspective of the space that they have designed. To evaluate the quality of the rendering as well.



## **ID 2112 Residential I**

Teaching students how to design a custom 2,500 square foot home with specific criteria and to generate bubble flows and schematic drawings of the plan. Loading the floor plan into AutoCAD and generating the Floor Plan, Dimension Plan, Furniture Plan, Electrical and Lighting Plan, Roof Plan and an Exterior Elevation for proportion and style. Calculate finish materials for the interiors. Create a professional notebook with schedules and specifications with sketches. Present formally with boards specified for each of the interior spaces required.

## **ID 2092 Intro to AutoCAD 2006**

Exposing the students to the different methods of drawing in AutoCAD and stressing the industry standards for using AutoCAD in our field. Learning to draft a floor plan with all the components such as windows, doors, millwork, and furniture, lighting and electrical, elevations, dimensioning and plotting. Learning how to create templates and blocks of the furniture, they learn to draw. Also, learn about how layers work to organize their drawing and to get an overall understanding of AutoCAD.

## **ID3082 HOSPITALITY/CULINARY/GRAPHIC DESIGN (Spring 2005)**

Students from Culinary are assigned a designer and a graphic designer in this collaboration. All three classes meet every week to ensure the criteria for each course is being met. With Graphic Design coming in, the interior design students are pushed more to design the Host Stand, Back Bar and Front Bar and had to include Banquet or Booth Seating and generate elevations, sections and details in order to complete their project. All three parties present their part of the project and are filmed and recorded.

## **ID 2021 MARKET RESOURCES**

Students learn about various showrooms as contacts for our profession. Fieldtrips to various showrooms are scheduled for each week. The student then writes a report and creates an information page about the company and their policies to use in the future for themselves as practicing designers. The variety of places to visit is flooring, window treatments, stone, plumbing, antiques, lighting and appliances.

## **The Art Institute Online Division through Pittsburgh**

### **ID 120 Basic Drafting**

This is an introductory course to hand drafting in which the students produce a two-story floor plan, furniture plans, electrical and lighting plans, elevations, and details as required for a set of residential working drawings.

### **ID 133 Space Planning**

Introduces students to the methodologies of space planning for a variety of residential scenarios. They learn about ergonomics and anthropometrics for their furniture selection and placement.

### **ID 121 Basics of Interiors**

This is an introductory course for learning and understanding how an interior designer designs the interior spaces. They learn about the principles and elements of design, ergonomics, anthropometrics, color selections etc. They do programming, space planning, and create color boards to support a fictitious client. Write and present their final solutions through concept statements.

## **ID 221 AutoCAD**

Introduce students to AutoCAD and how they will use it for their interior design studio courses. Setting up the drawing, drafting a two-story house and creating furniture plans, lighting and electrical plans, elevations, details and how to dimension and set up plot sheets in paper space or layouts.

## **ID 241 Contract I**

This course introduces the students to a tenant development project. This is a course I wrote to coincide with the book *Construction Documents and Details for Interiors* by Kilmer and Kilmer to help introduce the design protocols for small commercial office space. Dual-purpose course to learn how to setup construction documents and do a project requiring research in space planning, codes, finishes, and presenting the final project formally.

## **EDUCATION**

### **Ph.D., Human Environmental Sciences, University of Missouri, Columbia, 2011**

Concentrations: Interior Design and Architectural Studies

Dissertation: *An Evaluation of Current Practices of Two LEED Projects: A Case Study at Southern Methodist University*

Dissertation Advisors: Benjamin Schwartz, Ph.D., University of Missouri, Columbia

### **M.F.A., Interior Design, Florida State University, 2000**

Concentrations: Interior Design and Assisted Living

Thesis: *A Case Study of the Quality of Life for Assisted Living*

Thesis Advisor: Karen Meyers, MS, Florida State University

### **B.F.A, Interior Design, University of West Georgia, 1995**

**Associates Degree Business Administration/Accounting, Clayton State University, 1992**

## **TEACHING EXPERIENCE**

### **Assistant Professor in Furnishings and Interiors, University of Georgia**

**Aug. 2022 to Present**

#### **College of Family and Consumer Sciences**

Courses: Introduction to Interior Design, AutoCAD & Revit, History of Interiors, Materials and Estimations, Professional Practices, Promotion and Visual Merchandising.

### **Lecturer in Furnishings and Interiors, University of Georgia**

**Aug. 2019 to 2022**

#### **College of Family and Consumer Sciences**

Courses: Introduction to Interior Design, AutoCAD & Revit, History of Interiors, Materials and Estimations, Professional Practices, Promotion and Visual Merchandising.

### **Instructor, The Art Institute of Dallas, 2001-2007**

Bachelors' Program in Interior Design, CIDA Accredited and SACS Accredited

Courses: Drafting, Detailing, Space Planning, AutoCAD, Residential and Commercial Studios, Hospitality, Specialty Design.

### **Instructor, The Art Institute Pittsburgh, Online, 2003-2010 (Part-time)**

Taught courses from beginner to studio and technology courses, AutoCAD.

Author of online courses for Contract Design and co-wrote course for AutoCAD.

## **Teaching Assistant, Florida State University 1998-2000**

Courses: History of Interiors (3 courses) and AutoCAD.

### **PAST RESEARCH EXPERIENCE:**

**Dissertation:** An Evaluation of Current Practices of Two LEED Projects: A Case Study at Southern Methodist University, University of Missouri, Columbia

Qualitative case study of two educational buildings at Southern Methodist University utilizing LEED and the integrated design process. Research in each discipline, qualitative analysis, interview, data analysis and coding to help understand integrated design process and how it affects time, cost, and quality of the buildings being design and built. Several site visits and time on SMU's campus.

**Thesis:** A Case Study of the Quality of Life for Assisted Living, Florida State University

Qualitative case study about an assisted living facility in Newnan, Georgia, through interviews, observation, analyzing and coding data, proposing a better space plan that would facilitate a better quality of life.

### **PAST PUBLICATIONS**

**American Institute of Architects, AIA 1 Hour CEU:** Innovative Storage & Organizational Solutions, 2014-2017. For B2B (Business to Business), The Container Store.

Rich, Kim & Schwartz, Matthew. **Art Institute of Pittsburg, ID 221 AutoCAD** (2004-2010).

Rich, Kim. **Art Institute of Pittsburg, ID 241 Contract 1** (2004-2010).

### **PAST RESEARCH, PARTICIPATION, AND PRESENTATIONS:**

**TAID (Texas Association of Interior Designers) 1 Hour CEU:** "How Our Shopping Places are Designed to be Safe and Functional", for Julie Reynolds RID, at the World Trade Center, Dallas, Texas, 2015.

**NCIDQ Tutoring:** Developed a full course for tutoring the NCIDQ for other professionals seeking licensure.

**Guest speaker** for CSI (CAD Standards Institute) on changes to AutoCAD 2006.

### **PAST AWARDS AND HONORS @ The Art Institute of Dallas:**

#### **Art Institute of Dallas:**

2006 Art Institute of Dallas Teaching Award: Spring Quarter  
2005 Art Institute of Dallas Teaching Award: Summer Quarter  
2004 Art Institute of Dallas Teaching Award: Spring & Fall Quarters  
2003 Art Institute of Dallas Teaching Award: Winter Quarter

#### **The Art Institute of Dallas:**

- August 2004, **HGTV Designer Finals:** Worked with Christy Akers to create a new den for a client for the cable show "Designer Finals."
- January 2006: **Student IDEC Competition:** Collaborated with Mrs. Wallace and hand selected 3 groups of qualified students to compete in the design competition. Of the three groups, one group came in 3rd place and received \$250.00 split 4 ways.

## RELEVANT SKILLS

- Experienced in both Commercial and Residential Design.
- Proficient in AutoCAD 2022; REVIT 2022, Adobe Acrobat software including Construction Document protocols; SketchUp.
- Excellent communications skills both written and oral.
- Organized projects by prioritizing tasks to meet client goals, deadlines, and budget.
- Strong time management and analytical skills.
- Strong research and information gathering skills.
- Self-motivated, creative, attentive to detail, and collaborative.
- Highly proficient in technical drafting and construction document protocols.
- Additional Software Skills: Excel, Word, Adobe Acrobat, & Photoshop, and Microstation Powerdraft V8.
- Used Plan Grid and BOX for document review and retrieval while on construction site for projects.

## LICENSURES

- **NCIDQ:** 21882
- **State of Georgia RID** ID001004
- Retired: State of Texas as of January 2005-2020, RID #10440.
- Retired: State of California as of February 2014-2020, #6848

## PROFESSIONAL MEMBERSHIPS & SUPPORT

- **Texas Association for Interior Designers (TAID)** 2005 - 2020.
- **USGCB**, Dallas, Texas, 2005-2020.
- **IDEC** Student Member, Educator, 1998-to 2014.
  - **IDEC Conference** (2007), Austin Texas, attended with colleagues from The Art Institute of Dallas.
- **IIDA** Educator Association, 2006-2013.
  - 2010-214: **Tutor the NCIDQ for IIDA**, and individually.
  - FF&E, specifications
  - Contract Documents/Construction Administration
- **ASID** Student Member, 1993-1999.
  - **Dallas Design Ovation Awards** (2008-2009) through ASID judged commercial and residential projects for this prestigious award for the Dallas, TX design market.
- **NCIDQ Ambassador Program** (2017 to Present), which is to promote, mentor and engage upcoming interior designers. One of my passions.
- **OSHA 10 Construction Safety and Health Course:** (2017) required by the State of New York. Course was required so I could be on site at our Staten Island (The Container Store) location during construction, a lifetime membership. **OSHA Card No.: 36- 005974489.**

## PROFESSIONAL CONFERENCES

- **Global Shop 2018** in Chicago, Illinois, traveled and attended with the Visual Merchandisers at The Container Store. March 26th-28th. Attended two seminars with colleagues and visited with vendors we work with.
- **MetroCON Dallas 2018** in Dallas, Texas to attend eight CEU courses and visited with vendors.
- **National Arts & Crafts Conference**, annually (2016 to present) in Asheville, NC. This conference is about the Arts & Crafts Movement focusing on furnishings (Stickley), textiles, finishes, jewelry, decorative arts (pottery, accessories, etc.,). Personal and professional goal is to present a researched topic at the conference.

- **2023 National Arts & Craft Conference:** For this conference, I took 4 FI juniors, Alex Bumgarner, Barron Wallace, Bethany Edwards, and Cailin McKenzie to experience the classes and lectures they offer. Two took printmaking and two took coppersmithing with esteemed Roycroft Master Artisans. Exposure to this experiential learning opportunity was based upon student interest in the Arts & Crafts Movement.

## **PROFESSIONAL EXPERIENCE INTERIOR DESIGN**

### **PROJECT MANAGER OF STORE PLANNING**

June 2011 to Oct. 2019

The Container Store

Coppell, TX

Retail establishment that focuses on storage and organization for the home, office, etc.

- Interior architecture, back of house space planning, and finish out for new and existing stores and works in tandem with the architectural firm of record.
- Create construction documents for existing store remodels as well as corporate office updates.
- Research building codes and specifications for projects.
- Create installation plans for various groups such as Information Systems, Fixturing, and Merchandising.
- Supervised 2 designers for existing and new store design.
- Conduct onsite visits during construction and create field reports for The Container Store and architect of record.

### **PROJECT INTERIOR DESIGNER**

September 2008-June 2009

STAFFELBACH

Dallas, TX

An interior design firm focused on corporate commercial design, client services, relocation services, and tenant development.

- Designed high-end corporate projects based on client image and brand.
- Designed tenant development remodels.
- Wrote finish specifications and specified furniture for a variety of corporate projects.
- Met and coordinated with clients for space planning and finish selections through to furniture installation. Designed in Microstation, Powerdraft V8 that included space planning, elevations, finish plans, and custom millwork details.
- Participated within the company in various community projects.

### **INTERIOR DESIGNER/PROJECT MANAGER**

January 2007-August 2008

BOKA Powell

Dallas, TX

An architectural firm focused on a variety of architectural and interior design projects including commercial design, educational design, and mixed-use hospitality design. In addition to architecture, they provide urban planning and program analysis.

- Designed projects that included tenant development, corporate design, and multi-use buildings including mixed-use occupancy.
- Managed and mentored junior designers on corporate projects to meet client goals and schedule.
- Selected and documented furniture and finish specifications reviewed and produced construction documents and designed details.
- Continued to develop the internship program and trained interns.
- Participated within the company in various community projects.

### **DESIGN COORDINATOR**

February 2005-January 2007

Hayslip Design Associates

Dallas, TX

Small interior design firm that produces high-end residential design, and some mix-use commercial design.

- Worked as a design assistant to the principal on commercial and residential projects.
- Coordinated and helped design condominium interiors and produced construction documents to share with HKS for the Residences at the Ritz Carlton.
- Custom designed various components in furniture and millwork for commercial and residential clients.
- Acted as a technical consultant and trained designers in AutoCAD 2004, Photoshop, and Adobe Acrobat Professional.

**ASSISTANT PROJECT MANAGER**

July 2004-June 2005

IDS/B Inc.

Dallas, TX

Small architectural firm focused on designing private golf course clubhouses, banquet rooms, restaurants, and retail from planning through to construction for both private and military facilities.

- Produced construction documents for the country club-build environment that included banquet rooms, bars, offices, and pro shops.
- Reviewed RFP's to develop proposals on tentative projects.
- Space planned and produced details for office spaces, hospitality, and retail spaces.
- Conducted code reviews for assisted living, remodels, and new construction.

**ASSISTANT PROJECT MANAGER**

May 2001-June 2002

Statton &amp; Associates

Dallas, TX

An Interior Design firm focused on tenant development and corporate design.

- Programmed, field verified, and selected finish for corporate and tenant development.
- Preliminary programming with brokers with field verification to create as-built documents, pricing plans, construction documents, and marketing plans.

**FACILITIES INTERIOR DESIGNER**

July 2000-March 2001

Bosse USA

Irving, TX

Design showroom for the product Human Space, a sister company to Dauphin.

- Provided a variety of design solutions using human space for clients in an office environment.
- Designed and produced space plans in AutoCAD Release14 and Giza Professional for 3-D layouts of design solutions.
- Presented design options based on the product selection to generate BOM's for invoicing.
- Additional job duties included selecting and ordering finishes for projects, distributed literature, and education of the client on the product.
- Coordinated installations around the country.

**CAD DESIGNER/DRAFTSMAN**

January – July 1999

Cay Architectural

Douglasville, GA

This company designed and manufactured architectural products for curtain wall and storefront design. They also designed interior accent pieces in a variety of metals for column covers, rails, custom fixtures, etc.

- Read and drew elevations, reflected ceiling and roof plans from architectural drawings in AutoCAD R14.
- Exterior facades of buildings by using various metals such as stainless steel and aluminum formed panels.
- Design features for the interiors such as column covers, trim, handrails and other accents made of metal.

**BOOKKEEPER/WALLCOVERING INSTALLATION**

January-December 1998

Self-Employed

Tallahassee, FL

- Wallpaper installation at Plantations at Pine Lake Apartments
- Bookkeeping for Bill Leonard, Century 21 Realtor
- AutoCAD drafting for Tock Ohazama, Architect Florida State University:
- Teaching Assistant to Tock Ohazama in AutoCAD Release 14
- Tutor for students in History of Interiors Courses at Florida State University

**DECORATING CONSULTANT/WALLCOVERING INSTALLATION**

October 1987- June 2000

Self-Employed

Newnan, GA

- Developed business, prepared estimates for material and labor costs.
- Assisted clients with color/wall covering selections, paint, space planning, hardware installations, etc.
- Negotiated vendor price and delivery and purchase materials.
- Custom designed, manufactured, and installed window treatments.

## **CONTINUING EDUCATION IN INTERIOR DESIGN (CEU'S)**

**National Arts & Crafts Conference** (2016 to Present) Asheville, NC. This conference is about the Arts & Crafts Movement focusing on furnishings (Stickley), textiles, finishes, jewelry, decorative arts (pottery, accessories, etc.,) **6 seminars** over the 3 day conference used for CEU's and for teaching. Would like to present at this conference and will coordinate with Bruce Johnson, the organizer for this annual conference.

**Texas Association of Interior Designers** (TAID) various CEU's (12 a year) required for licensure in Texas and, **California Council for Interior Design Certification** (CCIDC) California. Topics include building codes, life safety, ADA requirements, sustainability in design, specifications, etc.