

EDUCATION

Ph.D. Educational Research and Policy Analysis

North Carolina State University, Raleigh, North Carolina

Master of Arts in Social Science emphasis in Counseling

Binghamton University, Binghamton, New York

Bachelor of Science in Psychology, Elementary Education Certification

State University of New York, College at Brockport, Brockport, New York

LEADERSHIP AND APPRENTICE PROGRAM

Executive Leadership Summit: On the Road to the Presidency “Passing the Executive Leadership Torch”

Hampton University, 2017

Title IX Sexual Assault Training and Certification, Association of Title IX Administrators, 2016

J-1 Visa Exchange Program Approval and Training Workshop, Immigration Concepts, West Virginia

Higher Education Planning Commission, 2015

Opening Doors Diversity Project, The Research Foundation of SUNY, Brockport, New York

Opening Doors Apprentice Program – December 2010 – November 2011, Facilitator Training

BRIDGES Academic Leadership for Women, University of North Carolina Chapel Hill, NC

PROFESSIONAL HIGHLIGHTS

Management, Fiscal Acumen, and Governance

- Serve on President’s Cabinet; participate in strategic and master planning, assessment, policy analysis, and problem-solving to achieve university goals and objectives and improve institutional effectiveness
- Manage administrative procedures; coordinating division/departamental functions and strategic planning processes, supervising personnel, team building, and staff development
- Fiscal management, grant and report writing, extensive program development and assessment
- Interpret, revise, and develop university policies to enhance operational efficiency and student success
- Served as Primary Designated School Official (PDSO) with US Department of Homeland Security; monitored institutional compliance with federal guidelines for international students
- Participate in Board of Governors meetings

External Funding, Fundraising, and Outreach

- Fundraising, marketing, and public relations; establish corporate, community, and internal partnerships to support institutional goals, special projects, and development initiatives
- Serve as liaison to numerous internal and external groups; interaction with multiple stakeholders

Academics and Scholarship

- Curriculum development, instructing postsecondary undergraduate courses
- Development and management of university retention and academic programs
- Assisted in the creation of an undergraduate honors program
- Spearheaded national scholarship and fellowship initiatives
- Administration of teacher preparation program
- Evaluation of university courses to satisfy General Education Program requirements

Recruitment and Retention

- Development and implementation of pre-collegiate initiatives
- Led institutional recruitment and retention efforts across multiple institutions
- Promote diversity and inclusiveness; assess campus climate, identify strategies to advance inclusive excellence

HIGHER EDUCATION EXPERIENCE

Bluefield State College, Bluefield, West Virginia

2/2014 – current

Bluefield State College (BSC) is designated as a public four year historically black college located in Bluefield, WV, with a satellite campus in Beckley, WV. BSC is part of West Virginia's public education system and offers baccalaureate, associate degrees, certificates, and the Regents Bachelor of Arts Degree for non-traditional students. The commuter college serves approximately 1,300 students and employs approximately 200 faculty and staff members.

Positions held at Bluefield State College

Interim Vice President for Community Engagement 11/2019 - Current
Vice President for Student Affairs and Enrollment Management 2/2014 - 11/2019

Interim Vice President for Community Engagement 11/2019 - Current

Inaugural position to facilitate and drive strategic initiatives, lead cross-functional engagement with key staff and external organizations to support short-term objectives and long term strategic goals. Integrate community engagement into the mission of BSC by identifying, establishing, and maintaining cooperative relationships with various local, regional, state, and national groups and organizations.

Management, Fiscal Acumen, and Outreach

- Serve as a member of the Senior Leadership Team, President's Cabinet
- Serve on advancement/development team to identify and secure external resources to fund institutional priorities; leading 13 million-dollar HBCU capital finance solicitation
- Initiated and completed identification and analysis of major federal and private foundation grants/awards to HBCU's from 2015-2019
- Developing relationships with local, state, and federal agencies and officials by building effective partnerships and representing BSC's interests

Vice President for Student Affairs and Enrollment Management 2/2014-11/2019

Provided executive-level leadership, strategic planning, oversight, and coordination of all units in the Division of Student Affairs and Enrollment Management (SAEM). Units reporting to the position: Admissions, Alumni Affairs, BSC Cares Suicide Prevention Program, Career Services, Counseling, Testing and Advising, Dean of Students, Financial Aid, Health Center, Intramurals and Wellness, Peer Mentors, Retention Services, Student Life, and Student Support Services (Disability Services). Coordinated division-wide staff retreat and monthly meetings with direct reports.

Management, Fiscal Acumen, and Governance

- Served as a member of the Senior Leadership Team, President's Cabinet
- Served on the BSC Campus Facilities Master Plan Steering Committee. Participated in the development of the BSC Strategic Plan and ten-year Facilities Master Plan. Master Plan resulted in a recommendation to restore on-campus housing
- Served on a campus committee to evaluate and recommend new policies and policy revisions to the Board of Governors. Guided policy revisions for immunization requirements, undergraduate tuition waivers, and introduced a tobacco-free policy
- Engaged a consultant and initiated a campus-wide assessment of the recruitment and retention functions at BSC. Data used in collaboration with the Strategic Plan and Facilities Master Plan to develop strategies to enhance BSC recruitment and retention efforts
- Reorganized Division of Student Affairs and Enrollment Management, implemented strategic planning
- Established a process to collect and analyze data and employ data-informed decision making in SAEM operations. Initiated the development of departmental policies and procedure manuals and held a session on the use of CAS standards for evaluation

- Served as Primary Designated School Official (PDSO) with US Department of Homeland Security; monitored institutional compliance with federal guidelines for international students
- Served on BSC Threat Assessment Team
- Managed multi-million departmental budget, grant, and Title III funds
- Provided division oversight for the awarding and distribution of federal funds to include approximately 11 million dollars in Pell grants, loans, and college work-study annually
- Served as primary interface with BSC Foundation, awarded 250,000 in scholarships each year
- Interface with Board of Governors, prepare and deliver recruitment and retention reports 2014-2019

External Funding, Fundraising, and Outreach

- Secured \$546,000 in Suicide Prevention and College Access grant funds
- Served on BSC Capital Campaign Committee to raise funds for new construction
- Co-sponsored Women's Conference in partnership with Chamber of Commerce, Bluefield WV 2017, 2018, 2019
- Co-sponsored Cancer Awareness Color Run in collaboration with Bluefield Regional Medical Center, Bluefield, WV 2018, 2019
- Co-sponsored HBCU Entrepreneurial Summit with the BSC School of Business and Small Business Administration, 2019
- Serve as Campus Liaison to Thurgood Marshall College Fund
- Appointed by Chancellor to serve on the Higher Education Sustainability Advisory Panel, 2017-2018
- Served on West Virginia Higher Education Policy Commission, Diversity and Equity Mini-Grants Selection Committee 2019
- Served on WV HEPC Diversity Conference Planning Committee 2019
- Served on WV HEPC Student Leadership Planning Committee 2018, 2019
- Secured over \$200,000 in Title III funds to purchase new furniture in lobby and classrooms in Arts and Science Building in collaboration with the Dean and Director of Title III, 2018
- Hosted Health Sciences and Technology Academy (HSTA) Symposium in collaboration with statewide office, supporting 450 high school seniors research presentations, 2016
- Hosted Kidz Kollege, developed a summer program for elementary students in partnership with local educators to provide science, math, and technology enrichment 2017, 2018

Recruitment and Retention

- Led Enrollment Management Council to engage the campus community in recruitment and retention initiatives
- Led discounting initiative to increase prospect pool which resulted in a 27% increase in metro rate student enrollment in fall 2017
- Increased first-year enrollment by 12% in fall 2015, increased overall enrollment by 1.25 % in fall 2017
- Increased African American enrollment from 7.37% in 2018 to 10.23% in 2019
- BSC recognized by West Virginia Higher Learning Commission for an increase in retention rates in 2016
- BSC recognized by U.S. News & World Report for the highest percentage (56%) among all southern regional public colleges in the category of "first-year students in the top 25% of their high school class." U.S. News & World Report's "Best Colleges" September 9, 2019 edition
- Established Office of Retention Services to centralize retention efforts and better coordinate Early Alert / Attendance Tracking system in collaboration with academic affairs; conducted advisor training, initiated registration outreach and developed community resource website
- Improved recruitment process to include data collection, analysis, and communication planning
- Launched Open House practice, out of state recruitment travel and expanded instate recruitment territory 2015
- Led development of BSC view book and New Student Orientation marketing materials

- Re-imagined New Student Orientation to include parent track
- Automated and streamlined the scholarship application and awarding process in collaboration with IT; eliminated paper applications and reduced application processing time by 25%
- Initiated Military Veterans Working Group to evaluate support services for military veterans. Enhanced services to Veterans resulting in Military Friendly designation, established Veterans lounge, Veterans recognition at graduation, and fostered a partnership with Veterans Upward Bound at a sister institution.
- Serve on the Athletics Compliance Committee to ensure BSC compliance with NCAA Division II regulations
- Engaged a consultant and led the evaluation of Athletic Academic Support Services to identify strategies to serve student-athletes better
- Spearheaded the development of Freshmen Convocation
- Spearheaded the development of the Peer Mentor Program, resulting in over 50% increase in program participation rates for new students
- Expanded academic support services to BSC satellite campus, hired Coordinator and provided tutorial assistance

Student Engagement

- Promoted student-first philosophy and maintained open door policy, engaged 569 students, January – November 2019)
- Implemented a participant tracking system to record student engagement and assessment of student satisfaction in the SAEM departments
- Serve as an advisor to Phi Eta Sigma National Honor Society
- Spearheaded Student Ambassador Program, students served as hosts at college events
- Attended SGA meetings, athletic events, social events, cultural programs, and academic lectures
- Hosted Pizza with the VP and “Student Voices” to identify student concerns
- Partnered with School of Business, sponsored a trip to Coppin State Entrepreneurship Program
- Partnered with the Department of Political Science, sponsored a trip to HBCU Foreign Policy Conference, US Department of State
- Sponsored student travel to conferences and research symposiums in collaboration with BSC faculty
- Coordinated student participation in Thurgood Marshall College Fund Leadership Institute
- Modified student withdrawal process to allow for intrusive intervention
- Served as Judicial Officer 2014-2019

Academic and Scholarship

- Revamped first-year transition course, increased course offerings and course enrollment 2015-2018
- Secured \$40,00 in Title III funding to support the development of certificate programs in Entrepreneurship and Manufacturing Education
- Conceptualized and instructed the Academic Success Workshop series for students in jeopardy of losing scholarships due to academic performance
- Served on Complete College, Pathways Team, evaluated meta majors and math pathways
- Served on Transition Studies Team, addressed strategic integration of student support services, centralized location of transitional studies laboratory and consolidation of resources
- Promoted 15 to Finish, to encourage 4-year degree completion
- Served on Online Leadership Team

Global

- Served as Primary Designated School Official (PDSO) with US Department of Homeland Security
- Served as institutional liaison to HBCU China Network 2015-2017
- Established Robinson Study Abroad scholarship

**Vice President for Enrollment Management and Student Development
Wilberforce University, Wilberforce, Ohio**

11/2011-1/2014

Wilberforce University is a private historically black university located in Wilberforce, Ohio. Affiliated with the African Methodist Episcopal Church, Wilberforce offers 20 undergraduate academic programs and the Credential for Leadership in Management and Business (CLIMB). The campus serves approximately 500 students and employs approximately 100 faculty and staff members.

Provided executive-level leadership, strategic planning, oversight, and coordination of all units in the Division of Enrollment Management and Student Development (EMSD). Units reporting to the position: Academic Center for Student Success; (Academic Advising, Tutorial Assistance, Supplemental Instruction, Disability Services, Study Abroad, Mentoring, Freshmen Seminar and College Success Workshops); Admissions, Athletics (NAIA), Campus Activities, Campus Police, Financial Aid, Health and Wellness, National Minority Male Health Initiative, Residence Life, Student Affairs, and Department of Transportation.

Management, Fiscal Acumen, and Governance

- Served as a member of the Senior Leadership Team, President's Cabinet
- Reorganized EMSD Division and implemented strategic planning and data-informed decision making
- Enhanced campus security; increased police presence with the hiring of additional Police Officers and added Security Monitors in the Residence Halls
- Restructured Student Health Center; expanded health and wellness services
- Re-established Mental Health Services, hired Clinical Psychologist and Social Worker
- Facilitated renovation of residence hall bathrooms, updated Student Center, and established meditation/prayer room
- Managed departmental, grant and Title III funds
- Provided division oversight for the awarding and distribution of federal funds to include Pell grants, loans, and college work-study
- Interface with Board of Governors, prepare and deliver recruitment and retention reports

External Funding, Fundraising, and Outreach

- Established a partnership with Ivy Tech Community and secured transfer scholarships in collaboration with UNCF, Institute for Capacity Building
- Established Memorandum of Understanding with UMOJA California Community College System to expand transfer student opportunities
- Participated in development of Advanced Technical Intelligence Program in collaboration with Riverside Research, Dayton, Ohio
- Partnered with Arbor Day Foundation and AKA Sorority, Inc. on a campus beautification project

Recruitment and Retention

- Assessed Admissions processes, strategic data management, and communication planning
- Increased first-year enrollment by 18% from 2011 to 2012
- Expanded academic support services resulting in a 400% increase in tutorial assistance
- Increased campus-wide programming activities by 50% in 2012-2013, created WU Wednesday Program
- Implemented Customer Service Program

Student Engagement

- Promote student-first philosophy and maintained an open-door policy
- Attended SGA meetings, athletic events, cultural programs, and academic lectures

Academic and Scholarship

- Conceptualized and instructed Academic Boot Camp for students in jeopardy of academic suspension
- Served on academic suspension and dismissal appeals committee

North Carolina State University, Raleigh, North Carolina

1997-2011

North Carolina State University is a public research university located in Raleigh, NC, within the University of North Carolina system. NC State offers bachelor's degrees, master's degrees, doctoral degrees, and a Doctor of Veterinary Medicine. NCSU enrolls approximately 34,000 students and employs over 9,000 individuals.

Positions held at North Carolina State University

Assistant Vice Provost for Student Diversity, Office of Diversity and Inclusion (ODI) 2007-2011

Partnerships and Development, Undergraduate Academic Programs 2004-2007

Director, Teaching Fellows Program, College of Education 2002-2004

Associate Director, University Honors Program, Undergraduate Academic Program 2000-2002

Director, Undergraduate Fellowship Advising, Undergraduate Academic Programs 2000-2002

Academic Coordinator, Curriculum Coordinator, Undergraduate Academic Programs 1997-2000

Assistant Vice Provost (Interim 2007) 2007-2011

Promoted a comprehensive and holistic approach to diversity by helping campus leaders institutionalize diversity across all university functions and campus operations; ODI focus areas included access, retention, and success; institutional climate; curricular and pedagogical transformation; institutionalization and diversity planning; accountability and recognition for diversity planning; campus and external collaboration; assessment and the scholarship of diversity

Management, Fiscal Acumen, and Governance

- Partnered with University Planning and Analysis to administer campus-wide student climate survey; participated in data analysis and the dissemination of results to senior leadership and the campus community
- Developed and coordinated an array of collaborative educational and cultural programs to serve the campus community to include Fall and Spring Dialogue on Diversity, Diversity Week, Diversity Mini-Grants, and the Diversity Awards Ceremony, supported faculty diversity initiatives
- Presented on Inclusive Excellence at New Student Orientation and New Employee Orientation
- Established a strategic communication plan and led E-Marketing campaign for ODI
- Led institutional efforts to enhance the relationship with the American Indian community. Served as co-chair of the American Indian Advisory Council, allied with NC Commission on Indian Affairs and co-sponsored American Indian Youth Conference serving 210 American Indian high school students, organized meeting with representatives from Eastern Band of Cherokee Indians to discuss access

External Funding, Fundraising, and Outreach

- Conceptualized and launched Friends of Diversity Inclusive Excellence Development Initiative
- Established strategic plan; identified resources, prospect donors, and corporate sponsors
- Hosted 1st Annual NC State Golf Classic for ODI
- Conceptualized and led the development of a partnership between NC State and the UNCF Institute for Capacity Building. A partnership agreement was established to encourage graduate study among students attending private HBCUs to increase diversity in graduate programs at NC State University
- Partnered with the Psychology Department to train Research Assistants on diversity issues and serve as an internship site for Community Psychology Program

- Provided leadership for grant-funded Computer Assisted Learning Initiative in collaboration with Raleigh Business and Technology Center and Wake County Public Schools, increasing math and science competency for a cohort of underrepresented students.

Recruitment and Retention

- Served on African-American Coordinating Committee designed to support the African American student population through collaborative university-wide efforts to ensure their academic success and graduation
- Established Middle School Visitation Program; exposed 1,500+ underrepresented students to postsecondary education
- Chancellor's Liaison Committee, periodic meetings to address student issues and concerns

Collaboration

- Served on Chancellors African American Community Advisory Council. Advisory to the Chancellor to strengthen University and African-American community relationships.
- Served on North Carolina State University Hispanic/Latino Advisory Group (HLAG). Advisory role in supporting the recruitment and retention of Latino students
- Served on NC State Council on the Status of Women. Advisory to the Provost on matters related to the professional development and support of women on campus.

Partnerships and Development (Part-time) 2004 - 2007

Developed and led partnerships and development initiatives within the Division of Undergraduate Academic Programs, Office of Academic Support Programs for Student-Athletes.

Management, Fiscal Acumen, Governance

- Developed strategic plan; identified resources, prospective donors, and corporate sponsors in collaboration with Development Office to support student-athlete engagement

External Funding, Fundraising, and Outreach

- Launched a naming campaign and solicited internal and external gifts for Student-Athlete Academic Center
- Enhanced student-athlete exposure to experiential learning and study abroad
- Coordinated campus and community outreach efforts and cultivated corporate partnerships with Caterpillar, Coca-Cola, Mulkey Engineering, Lowe's Home Improvement, Harris Teeter, and Hilton, to support student-athlete engagement. Raised \$138,000

Director, Teaching Fellows Program 2002 – 2004

Developed, implemented, and evaluated university academic programs and services to support pre-service teachers.

Management, Fiscal Acumen, and Governance

- Managed the daily operations of the Teaching Fellows Program in consort with the statewide North Carolina Teaching Fellows Program
- Provided fiscal management, strategic planning, assessment, and staff supervision
- Served as a liaison to university departments, state agencies, the public school system, and community organizations

External Funding, Fundraising, and Outreach

- Successfully solicited \$11,000 for program activities from internal constituents
- Established Codicil Agreements between Teaching Fellows Program, College of Education and College of Humanities and Social Science (CHASS), and College of Agricultural and Life Sciences (CALs) to support pre-service teachers. Secured financial resources to encourage student engagement within Codicil Agreements

Recruitment and Retention

Successfully recruited and retained diverse Teaching Fellow cohorts

Academics and Scholarship

- Developed curriculum and instructed Teaching Fellows Forums and Teaching Fellows Senior Seminars
- Met established statewide program goals and objectives to engage Teaching Fellows in leadership, service, social, and cultural programs

Collaboration

- Established collaborative relationships with the Center for Leadership, Ethics and Services, Academic Support Programs for Student-Athletes, and Teacher Education Program to co-sponsor Student Leadership Conference

Global

- Led a group of Teaching Fellows on a cultural immersion trip to London, England; Paris, France and Rome, Italy

Associate Director, University Honors Program 2000 - 2002

Director, Office of Undergraduate Fellowship Advising 2001-2002

Assisted in the development and implementation of a newly established NC State University Honors Program

Management, Fiscal Acumen, and Governance

- Participated in strategic planning, program assessment, coordinated hiring and training of teaching assistants
- Managed Undergraduate Summer Enrichment Awards and Honors Undergraduate Research Awards
- Wrote a proposal to develop the Office of Undergraduate Fellowship Advising within the University Honors Program, summer 2001
- Assumed responsibility for directing university efforts to support students in national scholarship and fellowship competition
- Centralized support for national scholarships applicants, developed process for institutional endorsement, established internal selection committees, and mock interview teams
- Managed publicity, recruitment, and identification of prospective candidates
- Provided support for NC State applicants for the Rhodes, Marshall, Mitchell, Gates, Goldwater, Udall, National Security Education Program, and Jack Kent Cooke Scholarship; hosted national scholarship representatives and facilitated recognition of national scholarship award winners
- Supported one Gates, two Goldwater, and four Udall national scholarship recipients

Academics and Scholarship

- Assisted in the creation of the Honors Colloquium curriculum
- Instructed Honors Colloquium
- Coordinated the scheduling of honors seminars through campus-wide faculty engagement

Academic Coordinator, Curriculum Coordinator 1997 - 2000

Partnered with Athletic Department in the recruitment and retention of NCAA Division I student-athletes to NC State

Recruitment and Retention

- Partnered with coaches in student-athlete recruitment
- Coordinated retention initiatives for assigned athletic teams, monitored academic progress and NCAA eligibility
- Provided intervention, counseling, and advising; interfaced with faculty, academic advisors, coaches and parents to support student-athlete success
- Managed academic support for 1998 NCAA Final Four Women's Basketball Team

Academic and Scholarship

- Developed curriculum and instructed orientation courses for first-year students
- Developed early registration process and as liaison to the Office of the Registrar, coordinated early course registration for 500 student-athletes 1998
- Designed and administered program assessment

NCSU University Standing and Advisory Committees (Select)

- **Council on Athletics**
Advisory and compliance function, providing institutional oversight of Division I Athletic Program serving 550 intercollegiate student-athletes, assessed academic eligibility each semester.
- **Council on Undergraduate Education**
Advise the Provost in matters relating to undergraduate education and the General Education Program. Assist in the development, revision, and evaluation of University regulations concerning general education and the General Education Program for all undergraduate curricula. Review courses for inclusion on the University's list of classes used to satisfy General Education Program requirements. Develop and conduct periodic reviews of the General Education course lists.
- **University Council on Teacher Education.** Advisory to the Dean of the College of Education on issues related to education and teacher preparation.
- **University Diversity Advisory Committee** Advise and assist the Vice Provost for Diversity and Inclusion in the design and implementation of strategies that advance diversity at NC State. Periodically review and recommend changes to the university diversity strategic plan, facilitate the implementation of existing diversity strategies, programs, and initiatives, and changes to the campus diversity assessment plan.
- **University Honors Council/University Scholars Advisory Council** Advisory on policies and practices related to the University Honors and Scholars Program.

NCSU Other Committees / Service

- **National Institute of Health, Initiative Maximizing Student Diversity (IMSD) Advisory Committee, Selection Committee, Evaluation Committee** Supported project to increase the number of students from underrepresented groups receiving doctoral degrees and entering the professoriate in science, technology, engineering, mathematics, and social science disciplines. Advisory to the Program Director; participated in the selection process and involved in summative and formative evaluations in consultation with grant evaluator. Recommended mixed-method evaluation, adding non-cognitive variables to predict success to the evaluation plan.
- **Responsible Behavior Initiative (RBI)** Support NCSU Police Department in promoting positive interactions between the campus community and the police.
- **Advisory Council for Enhancing Student Success (ACCESS) Strategic Planning Team.** Supported the development and implementation of a student success network. Proposed new programs, policies, and initiatives designed to improve retention and graduation rates.
- **University Strategic Communications Planning Initiative, Steering Committee.** Advisory role in enhancing the overall communication efforts of NC State University; assist in the development and implementation of coordinated and consistent university-wide messages. Developed a university-wide strategic communications plan, communicate unified university-wide messages and initiatives to NC State Communicators, and serve as a clearinghouse of time-critical messages on NC State issues.

**Student Affairs Administrator/ Gateway Program Coordinator
The University of Texas at Austin, Austin, Texas**

1994 – 1997

The University of Texas at Austin (UT) is a public research university in Austin, Texas, within the University of Texas System. UT offers bachelors, master's, and doctoral degrees and was inducted into the Association of American Universities. UT enrolls over 50,000 undergraduate and graduate students and employs over 24,000 faculty and staff.

Provided leadership, strategic planning, oversight, and coordination of newly established university retention / academic program. The initiative supported underrepresented students and athletes.

Management, Fiscal Acumen, and Governance

- Worked in collaboration with Academic Affairs in the coordination of the core curriculum and supplemental instruction, hired instructors and served as the primary interface with faculty
- Coordinated co-curricular activities within Student Affairs to include academic support services, peer mentoring, community service, and cultural programs
- Participated in development of program budget and supervised personnel

Recruitment and Retention

- Coordinated student recruitment, selection, orientation, advising, and registration
- Served as a liaison to university departments and community agencies
- Retention Program recognized for first semester 100% retention rate and 3.00 average GPA of program participants (Pilot phase)
- Program model received Noel Levitz Retention Excellence Award
- Served on Recruitment and Retention Concerns Committee

Academic and Scholarship

- Instructor, Educational Psychology
- Presented program model at two national conferences

**Director, Office of Minority Student Services (Assistant Director 1987-90)
Florida Atlantic University, Boca Raton, Florida**

1987 – 1993

Florida Atlantic University is a public university in Boca Raton, Florida, with five satellite campuses in Dania Beach, Davie, Fort Lauderdale, Jupiter, and in Fort Pierce at the Harbor Branch Oceanographic Institution within the State University System of Florida. The university offers more than 170 undergraduate and graduate degree programs and currently enrolls approximately 30,000 students.

Provided leadership, strategic planning, oversight, and coordination of Tutorial Assistance Program, Peer Counseling Program, Transfer Out Reach Program, SAAS Academic Monitoring Program, College Success Course and Center, Book Loan Program, Skills Orientation Workshops, and College Level Academic Skills Test Clinic, Summer In-Residence Pre-College Program, Saturday Master Student Program, Junior-Senior Day College Orientations, and numerous projects.

Management, Fiscal Acumen, Governance

- Managed diversity initiatives within Student Affairs
- Supervised personnel; coordinated hiring, training and staff development
- Led grant writing, fundraising, marketing, and public relations efforts
- Administered departmental, grant, scholarship, and project budgets

Recruitment and Retention

- Recruited and retained underrepresented students
- Managed MLK Diversity Scholarship Program
- Coordinated academic support services

Outreach

- Served as liaison to state agencies, secondary school systems, university departments, and community organizations
- Managed pre-collegiate initiative to increase access to postsecondary education for underrepresented students
- Increased College Reach Out consortium grant funding from \$11,000 to \$264,000 over grant cycle

- Expanded College Reach Out consortium to include partnerships with Broward Community College, Indian River Community College, and Palm Beach Community College
- Selected to represent the university on state-wide Retention Council
- Coordinated campus and community IMPAC Awards Dinner and increased partnerships with local businesses

Collaboration

- Mentoring Task Force, Florida Atlantic University
- Academic Support Center, Florida Atlantic University
- Summer Connection Bridge Program, Florida Atlantic University
- Ethnic Studies Committee, Florida Atlantic University
- Financial Aid Advisory Committee, Florida Atlantic University
- Florida State University System Retention Council, Appointed by Chancellor Charles Reed

CULTURAL IMMERSION

- Established Robinson Study Abroad Scholarship, Bluefield State College, 2017
- Institutional liaison to HBCU China Network, Bluefield State College, 2014-2015, 2015-2016
- Coordinated Cultural Immersion trip to London, Paris, and Rome, NCSU Teaching Fellows, 2002
- Teacher, Our Lady of Mercy, Rio de Janeiro, Brazil 1980
- Exchange Student, Escola Americana, Rio de Janeiro, Brazil; 1979

TEACHING EXPERIENCE

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|------------------------------------|---|
| Fall 2013 | Lecturer, College of Liberal Arts, Interdisciplinary Studies Wilberforce University, Wilberforce, Ohio <i>IDS Special Topics: Academic Boot Camp</i> |
| Fall 2010, 2011 | Teaching Assistant Professor, Adjunct Assistant Professor, College of Education, Leadership, Policy, and Adult & Higher Education, (Graduate Faculty Status 2009 - 2011) North Carolina State University, Raleigh, North Carolina <i>ELP 344 School and Society</i> |
| Spring 2009, 2010 | Co-Instructor, College of Engineering, North Carolina State University, Raleigh, North Carolina <i>E298 Engineering Transition</i> |
| Fall 2002-2004 Spring 2002-2004 | Visiting Lecturer, Curriculum and Instruction, College of Education, North Carolina State University, Raleigh, North Carolina <i>ED 296Q Teaching Fellows Forum</i> <i>ED 403 Teaching Fellows Senior Seminar</i> |
| Fall 2001 Spring 2002 | Visiting Lecturer, University Honors Program, North Carolina State University, Raleigh, North Carolina <i>University Honors Colloquium (Multiple Sections)</i> |
| Fall 1997 to Spring 2000 | Visiting Lecturer/ Curriculum Coordinator North Carolina State University, Raleigh, North Carolina <i>MDS 101C / MDS 102C Multidisciplinary Studies, Freshmen Seminar</i> (Multiple sections) |

Fall 1994 to Fall 1996 Instructor, The University of Texas at Austin, Austin, Texas
EDP 312 Educational Psychology

Fall 1990-1991 Instructor, Florida Atlantic University, Boca Raton, Florida
College Success (Noncredit Course)

GRANTS (Select)

West Virginia GEAR UP Grant (2019-2021) Principal Investigator, Institutional Partnership. Grant funded 216,000

SAMSHA Garrett Lee, Suicide Prevention and Awareness Grant (2016 - 2019) Principal Investigator. Grant funded \$330,000

Wilberforce University National Minority Male Health Initiative, Collaboration with Morehouse College and Office of Minority Health (2012-2013) Principal Investigator. Grant funded for \$110,000 (Continuation grant)

Bill and Melinda Gates Education Partnership Grant, Raleigh Community Based Education Development Grant, Participated in a community-based strategic planning team representing North Carolina State University, (2010-2011) Planning Grant Funded.

NC State Extension, Engagement, and Economic Development Grant (2010) Principal Investigator. Computer-Assisted Instruction in collaboration with Raleigh Business and Technology Center. Grant Funded \$10, 000.

NC State GEAR UP Grant (2008) Grant Consultant Team. College Access. Grant Funded \$20,000.

NC State Extension, Engagement, and Economic Development Grant (2007) Grant Consultant. The Department of Athletics, Student-Athlete Development, Leadership Program. Grant Funded 10,000.

Kenan Institute for Ethics, Duke University (2002-2003) Principal Investigator. Pre-service teacher's implementation of character education initiatives. Project to support student retention. Grant Funded \$5,000.

National Corporation of Service, Martin Luther King Day of Service (1998-99) Grant Consultant. Grant funded in collaboration with NC State and Fred Olds Elementary School, Raleigh, NC Grant funded 1,500

The State of Florida, Department of Education College Reach Out Grant (1987-93) Principal Investigator. Project designed to increase access to postsecondary education. Assisted in increasing consortium funding from \$11,000 to \$263,000 over five years for Florida Atlantic University, Boca Raton, Florida

INCLUSIVE EXCELLENCE/ ASSESSMENT / RESEARCH and PUBLICATIONS (Select)

Clarion University Diversity and Inclusion Consultation and Workshop Clarion, Pennsylvania 2020

Carey-Butler, S. and Robinson, J. (2020) Diversity and Inclusion Two Day Consultation with President, Cabinet, Student Leaders, and Leadership Team. Engaged campus community on topics of campus climate and inclusive excellence

Persistence and Completion Academy, Higher Learning Commission, Chicago, Illinois 2016-2019

HLC's Persistence and Completion Academy Team, BSC selected to participate in a structured, mentor-facilitated, four-year program aimed at evaluating and improving student persistence and completion rates.

University Reaffirmation of Accreditation, Higher Learning Commission, Wilberforce University Planning Team, Criterion Three: Teaching and Learning, Quality, Resources, and Support Wilberforce, Ohio 2013

Participated in three day Focused Visit in preparation for Reaffirmation 2015

UNCF Institute for Capacity Building, Enrollment Management Atlanta, Georgia 2006

Program Assessment Consultant, Grant Proposal Review Committee

- Assessed Enrollment Management Programs of Private HBCU's in Georgia and South Carolina
- Conducted on-site evaluations of nine institutions, analyzed recruitment and retention programs
- Identified benchmarks and best practices
- Collaborated on a comprehensive assessment of 39 member institutions for Enrollment Management project
- Evaluated and ranked grant proposals for \$615,000 capacity enhancement grants

Florida State University System Retention Council, Tallahassee, Florida 1993

- Participated in a university system study on minority student retention. Appointed by the Chancellor

David L. Clark National Graduate Student Research Seminar 2008

Dissertation was selected for the David L. Clark National Graduate Student Research Seminar in Educational Administration & Policy sponsored by the University Council for Educational Administration (UCEA), Divisions A and L of the American Educational Research Association (AERA), and SAGE Publications. The seminar brings emerging educational administration, policy scholars, and researchers together for two days of presentations.

NC State Graduate Research Symposium 2008

Dissertation research selected for NCSU Graduate poster presentation

Serow, R., Robinson, J. and Elliott, S. (2003) On the teaching track: University reform & faculty evaluation. Staff and Educational Development International, 7, 77-84.

Robinson, J. (2000) College Transition 101, Dubuque, Iowa: Kendall-Hunt Publishing Co.

Robinson, J. (1997) Peer Counseling Training Manual, Non-published / Revised 2017

BOARDS AND PROFESSIONAL AFFILIATIONS (Select)

- Rotary Club of Bluefield, Advisory Board, Program Chair, 2019- present
- Kiwanis Club of Mercer County, President, 2018 – present
- H.G. Fairfield Arts Alliance, Board Member, 2016-present
- WISE, Women in Search of Empowerment, Board of Director's, 2017- 2018
- BSC Research and Development Corporation, Advisory Board, 2016- 2019
- West Virginia Access Center for Higher Education, Advisory Board, 2015-2019
- The Interlink Alliance, Committee Member, 2012- 2014
- Dayton Dialogue on Race, Steering Committee, 2012- 2014
- United Negro College Fund Institute for Capacity Building, Enrollment Management Program, Advisory Committee 2007-2012
- Governors Committee on Character Education, Teacher Education Sub Comm. 2002-2003
- Quality Education Institute of Durham, Chair, Board Member 2000-2002
- Delta Sigma Theta Sorority, Inc.

RECOGNITION (Select)

- Certificate of Appreciation, Big Blue Pride (LGBTQ), Bluefield State College 2018
- Certificate of Appreciation, Student Government Association, Bluefield State College 2017
- The Consortium of Doctors, Inc. Induction, 2016
- Certificate of Appreciation, College Goal Sunday, Bluefield State College, 2014
- Commendation of Excellence, Phi Eta Sigma Chapter Adviser, 2014
- Certificate of Appreciation, Freshmen Class of 2016, Wilberforce University 2013

- Education Legacy Award, Minority Mentorship Symposium, The University of Texas at Austin, Pursuit of Dreams Foundation, 2011
- Outstanding Service Award, Academic Support Program for Student-Athletes NSCU, 2000
- Charles H. Chapman Distinguished Educator Award Alpha Phi Alpha Fraternity, Inc. 1989
- Questers Leadership Program, Omega Psi Phi Fraternity, Lambda Alpha Alpha Chapter 1989
- IMPACT Awards, Cultural Arts Award to African American History Month Planning Committee FAU 1989
- FAU Inaugural Cheerleading Team Coach, 1989

PROFESSIONAL AFFILIATIONS (Select)

- American Educational Research Association
- American Association of University Women
- Association for the Study of Higher Education
- National Association of Student Personnel Administrators
- National Association of Diversity Officers in Higher Education

PRESENTATIONS (Select)

Robinson, J (2019) Social Justice, Community Presentation, First AME Zion Church, Bluefield, West Virginia

Robinson, J. (2019) Student Success, New Faculty Academy, Bluefield, West Virginia

Ferguson, T. and Robinson, J. (2018) Retention, BSC Faculty Institute, Bluefield, West Virginia

Robinson, J. (2017) Black History Month Presentation, Bluefield, West Virginia

Kirby, C. and Robinson, J. (2017) ADA Compliance, BSC Faculty Institute, Bluefield, West Virginia

Cofer, M., Jones, C., Ferguson, T., Rhonemus, S., Robinson, J., Sargent-Martin, S., and Sweeney, D. (2016) Models of Student Retention & Persistence: Early Alert and Attendance Tracking, BSC Faculty Institute, Bluefield, WV

Robinson, J. and Seymore, S. (2016) Leadership, Sligh Cougar Leadership Institute, Tampa, Florida

Robinson, J. (2016) Health Science Technology Academy (HSTA) Northern Science Symposium, Morgantown, WV

Robinson, J. (2014) iREAD Mini-Conference Panelist, North Carolina State University, Raleigh, North Carolina

Robinson, J. (2012) Higher Education. National Council on Educating Black Children 26th Annual Conference, Kansas City, Missouri

Robinson, J. (2012) The Empowerment of Women and Children through Education. Community Presentation, Holy Trinity AME Church, Wilberforce, Ohio.

Robinson, J. (2011) Learning and Working in a Global Community. Presentation for NC State Summer REU participants, North Carolina State University, Raleigh, North Carolina

Gumpertz, M., Robinson, J. & Swallow, B. (2010) Preparation to Work with and Supervise Diverse Groups Exploring Differences in Culture. Presentation for NC State FREEDM Systems Center, North Carolina State University, Raleigh, North Carolina

Gumpertz, M., and Robinson, J. (2010) Time Out for Diversity: How Diversity, Accuracy, and Credibility Are Linked. Presentation for NC State Technician Student Newspaper Training, North Carolina State University, Raleigh, NC

- Robinson, J. (2009) The Student-Athlete: Exploring New Ways of Engagement. Presentation at Forging Our Future: Capacity Building at HBCU's, UNCF - Institute for Capacity Building, Atlanta, Georgia
- Robinson, J. (2009) Leading, Learning, and Working in a Global Community. Presentation for Graduate School, Preparing Future Leaders, North Carolina State University, Raleigh, North Carolina
- Robinson, J. (2009) Diversity, Social Justice, and Personal Success. Presentation for First-Year College, North Carolina State University, Raleigh, North Carolina
- Robinson, J. (2009) The Faces of Poverty. Presentation at North Carolina State University, Raleigh, North Carolina
- Robinson, J. (2009) Race in America, Social Justice, and Equity. Presentation for Global Training Institute, North Carolina State University, Raleigh North Carolina
- Robinson, J. (2009) Diversity and Social Justice. Presentation at Meredith College, Raleigh, NC
- Robinson, J. (2009) Access and Retention: Non-Cognitive Variables as Predictors of Success for Students of Color. Presentation for Instructors, First Year Transition Course at North Carolina State University, Raleigh, North Carolina
- Robinson, J. (2008) Diversity in a Global Economy. Presentation at Nash Community College, Rocky Mount, NC
- Robinson, J. (2008, 2006, 2004) Developing Your Leadership Style. A presentation for the Center for Leadership, Ethics, and Service at North Carolina State University, Raleigh, North Carolina.
- Byrum, C., Pitt, J., Robinson, J., Seawood, G., and Williams, T. (2002) Leadership. Presentation at the Southeastern African American Student Leadership Conference, East Carolina University, Greenville, North Carolina
- Carey, SR., Lenoir, K., Robinson, J., and Sams, T. (1996) We think We've Got It: A Holistic Approach to Retaining Black Male Student-Athletes. Presentation at the National Conference on Black Student Retention, New Orleans, Louisiana
- Carey, SR., Lenoir, K., Robinson, J., and Sams, T. (1995) We think We've Got It: A Holistic Approach to Retaining Black Male Student-Athletes. Presentation at the Different Perspectives on Majority Rules: Students and Faculty of Color in Predominately White Institutions Conference, Lincoln, Nebraska
- Arellano, M., Hood, M., Nelson, W., and Robinson, J. (1995) The Collaborative Efforts of Freshmen Services and Retention Services in the Retention of Minority Students. Presented Gateway Program Retention Model, National Orientation Directors Conference, Austin, Texas
- Robinson, J. (1993) College Reach-Out Program. Presented statewide pre-collegiate recruitment initiative to Florida Postsecondary Education Planning Commission, Fort Lauderdale, Florida
- Minney, D., and Robinson, J. (1990) Recruitment and Retention of Minority Students in the Nineties. Presentation at the National Association of Student Personnel Administrators (NASPA), Florida Drive-By, Boca Raton, Florida