

development

- Provided services and programming for special student populations such as adult learners, commuters, and students with disabilities
- Promoted minority recruitment and retention by serving as a liaison to Admissions and Retention services
- Co-directed Project C.A.R.E. (Committed to African American Retention in Education), which promotes retention among freshmen and transfer students
- Managed budgets for Multicultural Affairs and Project C.A.R.E
- Served as advisor to: Inspirational Choir, Organization of Ebony Students, Native American Student Association, Asian Student Association, La Voz Latina and co-advised the National Pan-Hellenic Council

1990–1998 Cameron University Lawton, OK
Director of Multicultural and Disabled Services

- Developed specialized retention programs for academically challenged students
- Provided academic, career, personal and peer to peer counseling for students
- Implemented and advised initial chapters of Alpha Sigma Lambda and Pinnacle Honor Societies for non-traditional students
- Supervised office staff and maintained departmental budgets
- Provided cultural awareness programs for the campus and community
- Coordinated academic accommodations and services for students with disabilities
- Ensured that the university maintained compliance with the American with Disabilities Act and Section 504
- Advised minority and international students

1988 – 1990 Cameron University Lawton, OK
Academic Computer Lab Manager

- Maintained and updating computers and software packages
- Provided technical support for student, faculty and staff
- Developed user manual for the lab
- Developed and implemented a computer usage policy
- Coordinated workshops on various software packages
- Performed routine back-up procedures for university mainframe

Cameron University

Lawton, OK

- M.B.S. in Psychology, 1994
- B.S. in Computer Information Systems/Technology, 1988

INTERESTS

Working with youth, Community Service, Cultural Arts, Music and Athletics

TEACHING EXPERIENCE

Adjunct Instructor, Department of Psychology – Cameron University

Fall 1994 – Fall 1996, General Psychology

Fall 1997- Spring 1998 – General Psychology and Child Psychology

Instructor – Western Carolina University

Fall 1998 – Fall 2003, USI-130 Freshmen Seminar

Fall 1999 – Spring 2002, Choir Adjunct Instructor, Music Department

PROFESSIONAL AND CIVIC MEMBERSHIPS

National Association of Student Personnel Administrators (NASPA)

Southern Association for College Student Affairs (SACSA)

American College Personnel Association (ACPA)

National Association for Foreign Student Advisers (NAFSA)

Association on Higher Education and Disability (AHEAD)

North Carolina Association on Higher Education and Disability (NCAHEAD)

Region A Smart Start Board Member

Jackson County Arts Council

Delta Sigma Theta Sorority, Incorporated

UNIVERSITY COMMITTEES

Chair, Childcare Advisory Council

Kendall King Scholarship Committee

Student Affairs Strategic Planning Steering Committee Member

First Year Cabinet Committee

International Relations Committee

American with Disabilities Act (ADA) Compliance Committee

Equal Employment Opportunity Committee

Committee on Sexual Assault

Service Learning Advisory Committee

University Administrative Council Communication Committee

Greek Life Advisory Committee

Champs Life Skills Committee

Diversity Committee for School of Education and Allied Professions

WORKSHOP, CONFERENCE AND PRESENTATIONS

Cross-cultural presentation, NCCPA Administrative Personnel Conference, March 2004.

Co-presented “Get it, Got it, Good – Project C.A.R.E., A Retention Program that Works”, SACSA, Biloxi Mississippi, November 2003

Co-presented “Establishing a Child Development Center: A commitment to Community”, American College Personnel (ACPA) Convention, Minneapolis, Minnesota, April 2003

Developed cross-cultural communication training workshops

Conducted diversity training for Administration and Finance division

HONORS AND AWARDS

Phi Beta Delta International Honor Society, Fall 2005

WCU Student Affairs Ambassador Award 2005

WCU Student Affairs New Employee Award 1999

WCU Student Energizer Award 2000

SACSA Bobby E. Leach Award, November 2000

Gender Balance Research Participant, University of Louisville, April 2003

Leadership of Lawton Oklahoma – Class of 1996