

## **MIYA T. SIMPSON**

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### **PROFESSIONAL WORK EXPERIENCE**

***Director, Ronald E. McNair Postbaccalaureate Achievement Program, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, 1999-Present.*** Responsible for program development, implementation, and administration in accordance with federal policy and program goals; budget management; identification and recruitment of participants and faculty research mentors; providing academic support and monitoring student progress; collaborations with campus community and existing programs; and program assessment. Supervise one full-time staff member, two graduate assistants, and one undergraduate student assistant. Also involved in other departmental activities of the Center for Academic Enrichment and Excellence, which provides a wide variety of academic support and retention services to undergraduate students.

***Assistant Director, Student Activities/Union, Hampton University, Hampton, Virginia, 1996-1997.*** Worked cooperatively with faculty, staff, and students in developing, coordinating, and implementing a wide range of educational, cultural, social, and leadership programs. Managed departmental budgets to include the Office of Student Activities, the Student Government Association, and the student-operated convenience store. Advised and collaborated with student organizations and in planning and sponsoring on-campus programs. Maintained the overall operation, approval, and scheduling of the Student Union facilities. Supervised a staff of 6 undergraduate student assistants. Served as a member of the Substance Abuse Task Force.

***Counselor, Hampton City Schools, Hampton, Virginia, 1994-1996.*** Assisted a diverse population of high school seniors with post-secondary educational and career goals. Planned, coordinated, and conducted classroom presentations to help students explore educational opportunities beyond high school. Developed programs and activities to enhance career awareness. Provided academic, personal, and career counseling.

***Assistant Director, Job Education Training Corps, Hampton University, Hampton, Virginia, 1994 -1995.*** Assisted in the development, planning, coordination, and supervision of program activities for middle and high school students. Interacted with city officials, supervisors, teachers, parents, and students. Evaluated and monitored student progress. Designed and edited monthly newsletter.

### **GRADUATE ASSISTANTSHIPS/INTERNSHIPS**

***Graduate Assistant, Office of the Provost, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, May, 1999-October, 1999.*** Assisted the Associate Provost for Academic Administration with programs and activities related to various higher education issues such as diversity, management, and faculty/administrative development.

***Instructor, Center for Academic Enrichment and Excellence, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, 1998, 1999 (Summers).*** Developed and taught the College Success Strategies course for incoming freshmen in the Student Transition Program. Responsible for helping students develop successful learning skills and techniques to enhance academic performance and retention.

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***Program Assistant, Undergraduate Virginians Program, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, 1998, 1999 (Summers).*** Responsible for coordinating all related program activities to include planning social and educational seminars, preparing and maintaining records on program participants, and providing administrative support to the Director.

***Graduate Assistant/Recruitment Coordinator, Higher Education and Student Affairs Graduate Program Office, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, 1998-1999.*** Coordinated recruitment, admissions, and graduate assistant selection process for graduate programs. Represented the program and the university at graduate school fairs, maintained applicant files, and worked closely with the Graduate School to expedite the admissions process. Responded to program inquiries, maintained contact with prospective students, and coordinated campus visits.

***VTASP Advisor, Center for Academic Enrichment Programs, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, 1997-1998.*** Provided academic advisement and counseling for freshman and sophomore students. Assisted students with academic success strategies and served as a resource to information regarding available academic support services.

***Program Coordinator, Minority Student Services, Christopher Newport University, Newport News, Virginia, 1994 (Summer).*** Responsible for the development and oversight of a 5-week summer transition program for pre-college students to include various academic, social, and cultural activities. Supervised 26 freshmen participants and a staff of 4 upper-class student mentors.

***Graduate Assistant, Graduate Counseling Program, Hampton University, Hampton, Virginia, 1993-1994.*** Provided research assistance to the program director and participated in recruitment efforts. Proctored and scored exams, and assisted in classroom activities.

## **EDUCATION**

### **Ph.D., Educational Leadership and Policy Studies (Higher Education and Student Affairs)**

Virginia Polytechnic Institute and State University, Blacksburg, VA

*Dissertation: "Exploring the Academic and Social Transition Experiences of Ethnic Minority Graduate Student."*

### **M.A. Counseling (College Student Development)**

Hampton University, Hampton, VA

### **B.S. Psychology**

Virginia Commonwealth University, Richmond, VA

## **RELATED SKILLS, KNOWLEDGE AND ABILITIES**

- ◆ Background in student affairs, student services, and administration
- ◆ Supervisory experience
- ◆ Skills in planning, facilitation, and implementation of academic support and enrichment programs and activities
- ◆ Knowledge of student development theories and principles

- ◆ Experience in working with undergraduate and graduate students
- ◆ Ability to manage multiple tasks, work under pressure, and work with minimal supervision
- ◆ Excellent interpersonal, communication, organization, analytic, and presentation skills
- ◆ Skills and experience in academic, personal, and career counseling/advising
- ◆ Competent in the use of Microsoft Office Suite software (to include Word, PowerPoint, Excel)
- ◆ Familiarity with database software (Microsoft ACCESS)

### GRANTS

- ◆ “*Ronald E. McNair Postbaccalaureate Achievement Program*”(\$881,700) awarded by the U. S. Department of Education, Summer, 2003.
- ◆ “*ASHE/Lumina Dissertation Fellowship*” (\$13,000) awarded by the ASHE/Lumina Foundation for Education, Summer, 2003.
- ◆ “*Doctoral Student Conference Grant*” (\$500) awarded by the Black Caucus of the American Association for Higher Education (AAHE), Spring, 2003
- ◆ “*1<sup>st</sup> Annual Virginia Tech Undergraduate Student Research Symposium*”(\$5,000) awarded by the Committee for Student Success (Office of the Provost), Virginia Tech, Fall, 2002.
- ◆ “*Dissertation Research Grant*” (\$500) awarded by the Graduate Student Association and The Office of Research and Graduate Studies (Virginia Tech), Summer, 2002.
- ◆ “*African-American Male Summit*” (\$2,500) awarded by the Equal Employment Opportunity and Affirmative Action Office at Virginia Tech, Spring, 2000.
- ◆ “*Exploring Students’ Awareness, Use, and Perceptions of Academic Support Services at Virginia Tech*”(\$3,500) (Co-author) awarded by the Committee for Student Success (Office of the Provost), Virginia Tech, Spring, 2000.

### PROFESSIONAL PRESENTATIONS

- ◆ “*Using the Advising Relationship to Prepare Students for Graduate School*” Presented at the Counseling Strategies Training Institute sponsored by the Council for Opportunity in Education, May, 2003, Denver, Colorado.
- ◆ “*Exploring the Academic and Social Transition Experiences of Ethnic Minority Graduate Students*” Presented at the American Association for Higher Education’s 2003 Annual Conference, March, 2003, Washington, DC.
- ◆ “*Utilizing Multimedia Technology*” Co-presenter for the Instructional Technology Training Session sponsored by the Council for Opportunity in Education, May, 2003, 2002, 2001.
- ◆ “*Using Professional Standards to Guide Practice and Strengthen TRIO Programs*” Presented at the Virginia Association of Educational Opportunity Program Personnel’s Eastern Drive-In Conference at Tidewater Community College, June, 2002, Norfolk, VA.
- ◆ “*Preparing TRIO Students for Graduate School*” presented at the Annual Conference of the Virginia Association for Educational Opportunity Program Personnel, November, 2001, Roanoke, VA.
- ◆ “*So You Want to go to College, Huh?*” Presented to youth and parents at Queen Street Baptist Church, September, 2000, Hampton, VA.
- ◆ “*Student Development: From Theory to Practice*” Co-facilitated day-long professional development training for student affairs staff at Virginia Union University, August, 2000, Richmond, VA.

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- ◆ “*Improving Student Retention through Collaborative Relationships*” Presented at the Annual Conference of the Mid-Eastern Association of Educational Opportunity Program Personnel, March, 2000, Ocean City, MD.

### **PUBLICATIONS**

Simpson, M. T. (2002, July). The Mentoring Relationship. EQUALITY, 10-11.

(Co-author) Creamer, D., Janosik, S. M., Zhao, C., Simpson, M., Perry, M. (1998). **Academic Program Approval and Review Practices in the United States and Selected Foreign Countries**. EPI Policy Paper Number 2, Virginia Tech, Blacksburg, Virginia.

### **UNIVERSITY COMMITTEES AND PROFESSIONAL ORGANIZATIONS**

- ◆ Commission on Graduate Studies and Policies, 2001-present
- ◆ Virginia Association of Educational Opportunity Program Personnel (Executive Board Member), 2003-present; 1999 to 2001
- ◆ National Association of Student Personnel Administrators, 1999-present
- ◆ Virginia Tech Women’s Center Advisory Board, 1999 to 2002
- ◆ Mid-Eastern Association of Educational Opportunity Program Personnel, 1999-present
- ◆ College of Human Resources and Education Diversity Committee (Virginia Tech), 1998-2001
- ◆ Division of Student Affairs Assessment and Research Committee (Virginia Tech), 1998-2000 (Chair, Food for Thought Discussion Series)
- ◆ American College Personnel Association, 1998-2000
- ◆ Women’s Leadership Planning Group (Virginia Tech), 1998-1999
- ◆ Substance Abuse Task Force (Hampton University), 1996-1997
- ◆ Virginia College Personnel Association, 1994-1999
- ◆ Several university search committees