REFERENCES


Hardison v. Florida Agricultural and Mechanical University, 706 So. 2d 111 (1998).


EDUCATION:

Master of Arts in Education, Educational Leadership and Policy Studies – Higher Education Student Affairs, Virginia Polytechnic Institute and State University, April 2004

Bachelor of Arts with Honors, Religious Studies, Biology Minor, Lynchburg College, May 2001

EMPLOYMENT AND OTHER RELATED EXPERIENCE:

Graduate Assistant, Office of Planning and Assessment, Virginia Tech, 2002 – 2003
• document learning outcomes from student activities
• generate complex statistical analyses
• manage large data sets

• coordinate the manuscript review process
• assist with editing manuscripts for APA publication requirements

Practicum, Graduate Honor System, Virginia Tech, Spring 2003
• initiate the review process for the Graduate Honor System Constitution
• develop and implement an Academic Integrity Discussion series
• create a faculty guide to use in assisting students concerning the honor system

Graduate Assistant, Residential and Dining Programs, Virginia Tech, 2001 – 2002
• complete daily administrative duties, facility oversight, and program initiatives
• manage hall staff and hall council budgets
• supervise 11 Resident Advisors
• conduct weekly meetings with residence hall staff members
• co-instruct one section of the Introduction to Residence Education Course
• advise Hall Council

Practicum, Residential and Dining Programs, Virginia Tech, Spring 2002
• assist in planning and implementing New Resident Advisor Selection Day
• Introduction to Residence Education Curriculum Committee member
• create a resource section within an existing residence hall supervisor resource manual

Student Judicial Board Chairperson, Lynchburg College, 2000 – 2001
• conduct judicial hearings
• facilitate training workshops for judicial board members, students, and faculty

Appeals Board Chairperson, Lynchburg College, 1999 – 2000
• conduct judicial appeal hearings
• present monthly reports on the Judicial Board to the faculty
• serve on the Student Government Association Executive Cabinet
HONORS:
Who’s Who Among American Colleges and Universities, Lynchburg College, 2001
Outstanding Senior Award, Lynchburg College, 2001
Disciples Scholar Award, Division of Higher Education, Lynchburg College, 2000

RESEARCH:

PROFESSIONAL SERVICE:
Southern Association for College Student Affairs
   *The College Student Affairs Journal* reviewer, November 2003 – present
Association for Student Development, Virginia Tech, 2001 – 2003
   Director of Administration, 2002
   Co-Chair, Drive-In Conference Registration Committee, 2002
Graduate Honor System, Virginia Tech
   Judicial Hearing Panel Member, 2002 – 2003
Chi Sigma Alpha Honor Society, Alpha Chapter, Virginia Tech
   Founding Member, 2002
   Parliamentarian, 2002

REFEREED PRESENTATIONS:
REGIONAL AND STATE CONFERENCE PRESENTATIONS


OTHER PROFESSIONAL PRESENTATIONS:

PROFESSIONAL MEMBERSHIPS:
American College Personnel Association
National Association of Student Personnel Administrators
Southern Association for College Student Affairs
Association for Student Development, Virginia Tech
Higher Education Research Collaborative, Virginia Tech
Chi Sigma Alpha Honor Society, Alpha Chapter, Virginia Tech
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