

## VITAE

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## EDUCATION

**The University of New Orleans**, Doctoral Candidate-anticipated 2012; Higher Education Administration  
**Oklahoma State University**, Master of Science-2003; Counseling & Student Personnel Services  
(Specialization: Higher Education Administration)  
**The University of Tulsa**, Bachelor of Arts-2000; Psychology (Minor: French & Marketing)

## PROFESSIONAL EXPERIENCE

### **Tulane University, New Orleans, Louisiana**

#### **2008-Present: Assistant Vice-President of Student Affairs & Assistant Dean of Students**

Responsibilities: Provide oversight to the University crisis response team; Chair University Behavioral Intervention Team; Coordinate threat assessment processes for the University; Work with students, parents and other constituents to solve complex problems; Provide oversight to the Office of Student Conduct (added 2011); Develop and oversee Tulane case management program including identification, intervention and tracking of high risk students; Implement and oversee online reporting system; Plan and execute faculty and staff trainings related to students at risk; Coordinate marketing efforts for the Office of Student Resources & Support Services; Manage medical leave processes for the university; Create and implement University policies related to high risk students and campus violence; Coordinate communication and collaborative efforts between student affairs and other university departments and community partners; Oversee processes related to mental health hospitalizations; develop and maintain a community provider network; Manage the University's Office Violence Prevention & Support Services; Maintain the budget for the Office of Student Conduct and Student Resources and Support Services.

#### **2006-2008: Director of Residential Education & Community Standards**

Responsibilities: Selected, trained and supervised 12 professional staff employees with a range of responsibilities; Provided oversight for the recruitment, selection, and training of 200 student staff members; Directed a student driven programming model within the residential communities, monitored a residential education budget exceeding 2 million dollars; Worked with the Office of Institutional Equity and Human Resources to carry out all departmental search processes; Worked daily to resolve complex student and parent issues; Serves as departmental and divisional representatives on university communities; Served as a gender violence advocate for any student who experienced victimization-providing immediate advocacy; Provided oversight for the residential conduct system in concert with the Office of Student Conduct; Advised the Tulane Residence Hall Association

#### **2003-2006: Area Director, Housing & Residence Life**

Responsibilities: Supervised 25-35 student employees; managed area specific budgets, payroll, and purchasing; served as a university conduct officer; served as a university sexual assault advocate, created gender violence advocacy program at Tulane, advised residence hall governments and residential review boards, provided short term conflict medication, counseling and crisis intervention, assisted with professional staff recruitment & selection, Coordinated the ACUHO-I Internship process, created the platform for Tulane's first residential college.

## FACULTY EXPERIENCE

### **Tulane University, New Orleans, Louisiana, A.B. Freeman School of Business**

#### **2010-present - Adjunct Instructor**

**Course:** Tulane Interdisciplinary Experience, More Than Just Business, Freshman Seminar

## SELECTED PRESENTATIONS

- Working with Parents in Case Management, Presenter (with Dr. Brian VanBrunt & Carolyn Reinach Wolfe, Esq), National Behavioral Intervention Team Association Annual Conference, Florida 2011**
- Preventing Burnout in Case Management, Presenter (with Dr. Brian VanBrunt & Carolyn Reinach Wolfe, Esq), National Behavioral Intervention Team Association Annual Conference, Florida 2011**
- Creating a Community of Care Parent Webinar, Presenter, Tulane University Office of Parent & Family Programs, New Orleans, LA September 2009, 2010, 2011**
- Innovative Practices Addressing Mental Health Concerns on College Campuses: Exploring Case Management Models, Presenter (with Amy Powell, Duke University; Jennifer Van Norman, Colorado State University; Sherry Hazelwood, Virginia Technical University), National Association of Student Personnel Administrators Annual Conference, Chicago, IL March 2010**
- Case Management: The New Movement in Behavioral Intervention  
Presenter (with Jennifer Van Norman, Colorado State University), National Behavioral Intervention Team Association Annual Conference, San Antonio, TX December 2009**
- Effective Interventions for Student Mental Health on Campus: Case Management Models  
Presenter (with Amy Powell, Duke University; Jennifer Van Norman, Colorado State University; Sherry Hazelwood, Virginia Technical University), National Association of Student Personnel Administrators Mental Health Conference, Boston, MA 2009**
- Critical Incident Response: Charting the Course for Effective Collaboration and Planning  
Presenter (with W. Scott Lewis, JD), National Association of Student Personnel Administrators Annual Conference, Boston, MA April 2008**
- Surviving Katrina: Tulane University's Response, Recovery, and Renewal  
Presenter (with Dr. Todd Schill & Marty Brantley), Association of College and University Housing Officers International Annual Conference, Atlanta, GA July 2006**

## VOLUNTEERISM

Young Leadership Council, 2006-2012

- Board Member 2008-2012
- RECREATE Board Liaison 2011-2012: Assisted in the establishment of a youth basketball league in the Harmony Oaks Housing Development (formerly Magnolia Housing Projects)
- Executive Board Member, Vice-President of Projects 2010
- Wednesday at the Square Project Leader 2006-2011: Coordinated a 12 week free concert series which became the organizations largest fundraiser through the development of corporate sponsors, vendor agreements and food and beverage sales. This event has an estimated weekly attendance of between 4,000-6,000 people.

Greater New Orleans Sports Foundation, Superbowl 2013 Volunteer Committee 2011-2013

Delta Delta Delta, Greater New Orleans Area Alumna Reference Chairperson, 2005-2012

Hands On New Orleans 2008-2011

- Board Member 2008-2011
- Development Chair 2010

Whitney Zoo to Do Committee Member 2010-2011

- Restaurant Committee 2010
- Auction Committee 2011

Touro Infirmary Inaugural Here for Life Gala Committee Member 2009

## UNIVERSITY COMMITTEES

NCAA Recertification Sub-Committee (Diversity & Student Support), 2011  
Gender Violence/Campus Violence Committee, 2009-2012  
Student Affairs Staff Development Committee 2006-2008  
Emergency Preparedness Committee 2004-2010  
New Student Programs Orientation Planning Committee, 2003-2008

## PROFESSIONAL MEMBERSHIPS/INVOLVEMENTS

National Association of Student Personnel Administrators (NASPA), Member  
National Behavioral Intervention Team Association (NaBITA), Advisory Board Member  
Higher Education Case Manager Association, Planning Committee  
New Orleans Rape Crisis Network, Member  
Louisiana Sexual Violence Primary Prevention, Planning Committee  
City of New Orleans Mental Health Task Force, 2006

## AWARDS

2011: Woodley/Powell Award, *For outstanding contributions & leadership in the field of Higher Education Case Management* (Inaugural award) Higher Education Case Manager Association  
2008: Bob E. Leach Award for Outstanding Service to Students, NASPA Region III  
2007: Tulane University Staff Excellence Award  
2006-2007: Tulane University Student Organization Advisor of the Year  
2006: SEAHO Humanitarian Award

## REFERENCES

Michael Hogg  
Vice-President for Student Affairs  
Tulane University  
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