
RESUME

PROFESSIONAL SUMMARY AND CAREER OBJECTIVE

As an executive leader with over 22 years of higher education administrative experience in student, academic and community affairs, I am seeking to serve as president of Northwest Florida State College. I successfully led college-wide and campus specific strategic plans to improve student access, retention and completion. I served as vice president at Palm Beach State College and Hillsborough Community College as well as multiple dean positions for the student services and academic affairs at Palm Beach State College. My experience with multi-campus institutions is an asset for an institution looking for a visionary leader to maximize the opportunities for future growth, efficiencies, and student excellence.

ADMINISTRATIVE EXPERIENCE

2007- Present	Vice President of Student Services & Enrollment Management Hillsborough Community College, Tampa, Florida
2007	Interim Provost, South Campus Palm Beach Community College, Boca Raton Florida
2005-2006	Acting Vice President of Student Services Palm Beach Community College, Lake Worth, Florida
2002-2007	Dean of Student Services, South Campus Palm Beach Community College, Boca Raton, Florida
1999-2002	Dean of Educational Services, Glades Campus Palm Beach Community College, Belle Glade, Florida
1994-1999	Dean of Student Services, Glades Campus Palm Beach Community College, Belle Glades Florida

Executive Leadership

2007- Present **Vice President of Student Services & Enrollment Management**
Hillsborough Community College, Tampa, Florida
Multi-campus, 47,000 students, 21,000 FTE

College's Chief Student Affairs Officer. Provides college-wide leadership, direction and policies for all Student Affairs related matters. Responsibilities include Financial Aid, Admissions, Career Counseling, Assessment, Student Activities, Services for Students with Disabilities, Federal TRIO Grants and Special Programs, College Outreach and Student Recruitment, Academic Advising, Judicial Affairs, Threat Assessment, and student communications. Reports directly to the College President.

Summary of Accomplishments:

- Realigned Student Services and improved processing efficiency
- Led re-engineering of the Financial Aid system, & improved enrollment producing an increase of over 30 million dollars in revenue
- Led re-engineering of Admissions Registrar, and Veteran Student Services to improve the student experience
- Spearheaded re-engineering transcript evaluation process and increase productivity
Established partnerships with 100 Black Men of Tampa Bay and implemented national award winning Collegiate 100 mentoring program
- Planned and implemented College's Threat Assessment Team processes to assist at-risk students and students with concerning behavior
- Enhanced partnership with Hillsborough County School District and established liaison officer to improve communication and high school student access to HCC
- Enhanced relationships and outreach to area churches. Project was awarded the National Council on Student Development Terry O'Banion Shared Journey award.
- Implemented College Bound program which increased number of area high school students choosing HCC as their first choice college.
- Acquired approximately over \$50,000 in sponsorships and scholarships
- Completed the prestigious League of Innovations Executive Leadership Institute

2005-2006

Acting Vice President of Student Services

Palm Beach Community College, Lake Worth, Florida

Multi-campus, 45,000 students, 20,000 FTE

College's Chief Student Affairs Officer. Provided Leadership for policies and operations for the Division of Student Services. Reported directly to the college president. The division consists of the following departments and function for all four campuses of PBCC. Financial Aid, Admissions & Registration, Counseling and Academic Advising, Career Counseling, Testing, Intercollegiate Athletics, Student Activities, Student Leadership programming; Judicial Affairs, College Outreach, Student Recruitment, TRIO Grants and Federal grant programs; Upward Bound, Educational Opportunity Center, Student Support Services, Educational Talent Search and GEAR UP.

Accomplishments:

- Led the renewal of two Federal TRIO programs; Educational Talent Search and Educational Outreach Center generating over two million dollars in revenue
- Supervised Federal GEAR UP program partnership between Pahokee Middle/Senior HS and PBCC
- Secured improved relationships with Palm Beach County School District which improved the colleges access to high school seniors

2002-2007

Dean of Student Services South Campus

Palm Beach Community College, Boca Raton, Florida

Provided leadership for the Departments of Student Services. Reported directly to Campus Provost. Student Services departments consist of Financial aid; Testing; New Student orientation; Academic Advisement; Career and personal counseling; high school dual enrollment; Student

Activities; Services for Students with Disabilities as well as, student leadership training and judicial affairs; Accountable to campus provost and district vice-president of student services.

Accomplishments:

- Led the renovation of Student Affairs area increasing computer access for students
- College responsibility for New Student Orientation and improved delivery consistency throughout the college
- Published and maintained college wide student services operational manual
- Selected by FCS Student Development Commission as Exemplary practice finalist for Development of college-wide student Leadership institute
- Invited and served on multiple SACSCOC Reaffirmation Committees
- Appointed by College President as Acting Vice President of Student Services responsible for college-wide student services
- Appointed by College President as Interim Campus Provost for the South Campus-Campus CEO responsible for leadership of Academic, Student Affairs and community relations. Appointed by College President
- Established new position to address the changing demands of the 21th Century student

1999-2002

**Dean of Educational Services Glades Campus
Palm Beach Community College, Belle Glade, Florida**

Campus Chief Academic officer responsible for leading campus academic affairs and student services. Reported directly to Vice President of Academic Affairs and provided leadership management for Library Learning Resource Center, Center for Personalized Instruction Learning Lab, Computer lab, Financial Aid, Advising & Counseling, Registrar & Admissions, Testing, and Student Activities and Services for Students with Disabilities. Duties require the supervision, evaluation and hiring of full-time and adjunct faculty, development of academic course offerings and programs. Planned and managed academic and student services operational budgets as well as campus capital outlay budget.

Accomplishments:

- Developed and implemented weekend college program for Glades Community
- Increased distance learning course offerings
- Acquired Early Childhood Education and Human Services A.S. degree programs
- Increased college course offerings located on area high school campuses
- Increased dual enrollment program for Glades community
- Partnered with Community n' Schools program in development of dual enrollment "Student Life Skills" course for underachieving disadvantaged students
- Led the PBCC accreditation reaffirmation Principles Committees for Student Development and Intercollegiate Athletics Self-Study Steering Committee
- Served on the President's Glades Initiative to enhance the educational and economic opportunities for citizens of Belle Glade, Pahokee and South Bay Florida
- Acquired annual \$20,000 grant from East Coast Migrant HeadStart to support students pursuing early childhood education degrees

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- Enhanced academic support services increasing students' access to electronic learning resources, computers, and tutors

**1994-1999 Dean of Student Services
 Palm Beach Community College Glades Campus**

Served as the Campus Chief Student Affairs Officer reporting directly to the Campus Provost. Coordinated the administration of all student services of the Glades Campus. In the absence of the Provost the Dean of Student Services is responsible for the daily operations of the campus. Directly responsible for providing leadership for the Department of Student Services, as well as, student recruitment and retention. Served as Acting Vice President for Student Services July 1998 during period of transition from previous VP to newly appointed VP for Student Services.

Accomplishments:

- Revised academic advising on campus and developed system for advising 100% of all new students
- Increased High School Dual Enrollment
- Developed first electronic new student orientation which was a combination of in-person advising and career exploration
- Supervised continuing education and bursar services
- Appointed Acting Vice President
- Adjunct instructor for Critical Thinking course
- Invited and served on SACSCOC Reaffirmation Committees

**1992-1994 Student Development Specialist Downtown Center
 Santa Fe Community College, Gainesville, Florida**

Coordinated services offered to students at the Downtown Center in the areas of registration, academic advisement, college prep advisement, testing, financial aid and counseling. Assisted the Provost with the scheduling of courses, formulation of strategic plan, marketing & recruitment; providing supervision for the Center, and serving on committees as requested. Chair for the Downtown Center Student Advisory Committee.

Accomplishments:

- Assisted the Campus Provost with course scheduling, strategic planning, marketing & recruitment
- Chaired Education Planning committee resulting in renovations of new building housing developmental learning labs and student affairs operations
- Adjunct instructor for Strategies for Student Success Course
- Selected to serve on SACS Reaffirmation Committee

ADDITIONAL ADMINISTRATIVE EXPERIENCE

Santa Fe Community College, Gainesville Florida
Division for Student Development

1991	Coordinator for Student Activities
1988-1991	Professional Specialist /Student Development
1988	Financial Aid Advisor
	University of Pittsburgh, Johnstown, Pennsylvania
	Department of Housing
1985-1987	Residence Director
1984-1985	Resident Assistant

EDUCATION AND TRAINING

2008	Ph.D. Major: Higher Education Leadership 2008 Florida Atlantic University, Boca Raton, Florida
1993	M.Ed. Major: Student Personnel in Higher Education 1993 University of Florida, Gainesville, Florida
1987	B.S Major: Psychology 1987 University of Pittsburgh, Johnstown, Pennsylvania
2011	Executive Leadership Institute League for Innovations in the Community College
2005	Florida Chancellor's Leadership Seminar
2005	Institute for Aspiring Senior Student Affairs Officers National Association Student Personnel Association

PROFESSIONAL & COMMUNITY SERVICE

Leadership Roles

2015-Present	Vice President, National Alliance of Community and Technical Colleges
2014-2015	Board of Directors, National Alliance of Community and Technical Colleges
2014-Present	Board of Directors – Bethany Christian Services Florida
2013-Present	Board of Directors, Seminole Heights Charter High School, West University Charter High School & Town & Country Charter School
2014-2015	Immediate Past President-Board of Directors National Council on Student Development
2013-2014	President, National Council on Student Development
2012-2013	Secretary - Board of Directors – National Council on Student Development
2012-2014	Secretary, Southern Region National Council Black American Affairs
2009-2010	Chairman, Florida College System Council of Student Affairs
2008-2009	Chair elect/Treasurer, Florida College System Council of Student Affairs
2007-2008	Secretary, Florida College System Council of Student Affairs
2006-2007	Region IV Representative, Florida College System Council of Student Affairs
2007-2011	Board of Directors, 100 Black Men of Tampa Bay
2010-2012	Cabinet Member, Leadership Tampa Alumni

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- 1996-2000 Role Models Foundation INC. Outreach officer & Board of Directors
1997-1998 Heritage Elementary School Advisory Council, Lake Worth, Florida

AWARDS AND RECOGNITIONS

- 2015 Phi Theta Kappa Distinguished Administrator Award 2015
2014 Terry O'Banion Shared Journey Award-National Council on Student Development
2011 League of Innovation Executive Leadership Institute Alumni class
2009 Leadership Tampa (Tampa, FL)
2005 Florida Chancellor's Leadership Seminars Alumni class of 2005
2005 National Association of Student Personnel Association Institute for aspiring SSAOs
1997 Florida Association of Community Colleges Student Development Commission:
Exemplary Practice Finalist "Student Friendly Computerized Multimedia Student
Orientation
1995 Leadership Glades (Belle Glade, FL)

PROFESSIONAL CONTRIBUTIONS

Accreditation Experience

**Southern Association of College and Schools Commission on Colleges
Reaffirmation Committee Memberships**

- 2016 Durham Technical Community College (NC)
2014 Texas State College at Harlingen (TX)
2013 Central Piedmont Community College (NC)
2012 Austin Community College (TX)
2012 Off Site Reaffirmation Committee (GA)
2011 Houston Community College (TX)
2010 Trident Technical College (SC)
2005 Thomas Nelson Community College (VA)
2001 Jefferson Community College (KY)
1999 North Carolina Community College System: Distance Learning Substantive Change
Committee
1998 Horry-Georgetown Technical College (SC)
1997 Savannah Tech 1997 (GA)
1996 Durham Technical Community College (NC)
1994 Jackson State Community College (TN)
Institutional Reaffirmation Leadership
1992 Santa Fe Community College SACS Reaffirmation Steering Committee
1998 Palm Beach Community College Reaffirmation Steering Committee
2015 Hillsborough Community College SACSCOC Reaffirmation Leadership Team

PROFESSIONAL CONFERENCE PRESENTATIONS

- 2016 American Association of Community College (AACC) "Enhancing the Student
Experience...Enhancing Student Success
2016 Florida College System Council on Student Affairs, Enhancing the Student Experience
2015 ACCT "Centralization as a Catalyst For Change"

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- 2014 National Council on Student Development
"Say it Loud: College Bound and Proud-Supporting Title I High School Graduates"
 - 2014 National Council on Student Development:
"L.I.F.E Liberty and the Pursuit of Enrollment: The HCC LIFE Program"
 - 2012 American Association of Community Colleges
"Community College Mentoring Programs for Minority Males"
 - 2012 Blackboard Texas Higher Education Impact Conference: "HCC Call Center Operations"
 - 2010 National Council of Student Development:
"Partnerships: New Strategies for Student Success"
 - 2008 Black, Brown & College Bound National Summit
Mentoring Programs for African Americans and Latino Males
 - 2009 Association of Community College Trustees Conference
Trustee's Visions Sparks National Summit
 - 2008 Black Brown & College Bound Summit- "Collegiate 100"
 - 1999 League of Innovations Information Technology Conference Presentation:
"Computerized New Student Orientation Process"
 - 1997 Florida Association of Community Colleges Student Development Commission:
Exemplary Practice Finalist "Student Friendly Computerized Multimedia Student
Orientation"
 - 1996 New Direction for Student Development: "Student Friendly Computerized Multimedia
Student Orientation"

PUBLICATIONS

- ◆ Witherspoon, J. & Ray, K.; "The Center of Performance: Centralized Campus Operations Can Make the Best of Resources and Improve Student Satisfaction"; Association of Community College Trustees Fall 2015 Trustee Quarterly, pg. 20 & 21
- ◆ Ray, K, Carley, S.M., Brown, D. (2009). Power of Mentoring African American Males in Community & Colleges p271-297. Cited in Black American Males in Higher Education: Diminishing Proportions Volume 6. Frierson, H.T. & Wyche J.H. (editors).
- ◆ Lee, T.A, Evans, V.J., Minus, D.L. & Ray, K. (2014). Case Study: Your Boss is Your Predecessor. Cited in Executive Transitions in Student Affairs: A guide to Getting Started as the Vice President: Chapter 12, Carry, A. (editor).
- ◆ Computerized Student Orientation, *Innovation Abstracts*, February 14, 1997 Vol. XVIV number 5

MEMBERSHIPS

- 2016 National Association Developmental Education
- 2014-Present Florida Emergency Response Association
- 2010-Present Society For Emotional Intelligence
- 1999-2002 FACC Council of Academic Affairs
- 1999- Present National Council of Student Development
- 1999-2002 National Council of Instructional Administrators
- 2007-Present National Association Student Personnel Administrators
- 2006-2007 Boca Sunrise Rotary
- 2003-2004 Kairos Prison Ministry
- 2002-2007 Gold Coast Via de Cristo