

**TERESA JOHNSON RAMEY**  
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### **EXECUTIVE SUMMARY**

- 29 years of progressive experience in higher education
- Proven success in fiscal and grant management
- Demonstrated ability to engage students in curricular and co-curricular efforts
- History of creating partnerships and collaborations among campus and community agencies
- Teaching and academic facilitation experience on a collegiate level

### **EDUCATION**

#### **Doctor of Education, May 2018 (Expected)**

Higher Education Administration  
Northeastern University - Boston, MA

#### **Master of Science, August 1989**

Instructional Development / Media Specialist; minor - Counseling  
Jacksonville State University - Jacksonville, AL

#### **Bachelor of Arts, May 1987**

Speech Communication; minor - Psychology  
Western Kentucky University - Bowling Green, KY

### **PROFESSIONAL DEVELOPMENT AND TRAINING**

#### **Title IX Training Institute, 2015**

Certificate training and compliance program

#### **HERS Summer Institute at Bryn Mawr, 2014**

Higher Education Resource Services (HERS) Leadership Institute

#### **Donald Gehring Academy, Academy Faculty 2012, 2005**

Association for Student Conduct Administration

#### **South Carolina Executive Institute, 2008**

State-wide leadership consortium sponsored by the South Carolina Budgetary Control Board

#### **South Carolina Women of Higher Education Conference, 2012 (Plenary Speaker and participant)**

University of South Carolina, Columbia, SC

#### **Student Affairs Leadership Council Summit, 2011**

University of South Carolina, Columbia, SC

#### **Consortium on Negotiation and Conflict Resolution, 2002, 2004, 2005**

Mediation Training (campus mediation, personnel resolution and system development) – 36 hours

#### **Mid-Manager's Institute, 1999**

National Association of Student Personnel Administrators, Clemson University

## **Mediation Training, South Plains Association of Governments, Lubbock, TX, 1996**

Certification training in accordance with the Texas Civil Practice and Remedies Code – 40 hours

## **PROFESSIONAL EXPERIENCE**

### **Vice President for Student Affairs and Dean of Students, April 2010 – Present**

#### **Francis Marion University, Florence, SC**

- Report to the President of the University and serve as an officer of the University
- Serve as the Chief Student Affairs Officer for the Division of Student Affairs
- Responsible for the supervision and budgetary management for the following areas: Dean of Students Office, Student Life, Multicultural Affairs, International Student Affairs, Fraternity and Sorority Life, student conduct administration, student organizations, Student Government Association, Campus Recreational Sports, University Center, Counseling and Testing Services, Career Development, Student Health Services, Residence Life, Student Disability Services, The Patriot Newspaper, FMU Cheerleading and Army ROTC
- Responsible for the overall management of the student conduct process
- Work collaboratively with faculty regarding class civility, special events and retention efforts
- Coordinate additions, changes, deletions and revisions of the student handbook
- Supervise an associate dean, two assistant deans and five departmental directors
- Serve as a member of the Honor Code Development Steering Committee
- Advise the Student Affairs Advisory Committee (composed of faculty and students)
- Serve as the chair of the Leadership FMU Program and Leadership Series
- Member of the New Student Orientation and Commencement Committees
- Serve as member of the Gender Studies Curriculum Advisory Committee
- Serve as a Designated School Officer for international student enrollment on SEVIS
- Facilitate the Student Affairs Advisory Committee (students, faculty, staff and parents)
- Chair the Traffic Violations Appeals Committee
- Member of the University crisis team
- Responsible for all division budget management and financial documentation approval

### **Associate Vice President and Dean of Students, July 2009 – April 2010**

#### **Francis Marion University, Florence, SC**

- Reported to the Vice President for Public and Community Affairs (Temporary student affairs supervision)
- Responsible for the regular and daily operations for the division of student affairs
- Served in the absence of the Vice President in student affairs related matters
- Served as a member of the President's senior staff
- Senior Woman Administrator - Athletics
- Supervised three assistant deans, the directors of Campus Recreational Services and University Center and Residence Life; one senior administrative assistant; indirectly supervised the directors of Counseling and Testing, Student Disability Services, Career Development and the Coordinator of Student Health Services
- Responsible for the administration of the student conduct process
- Served as co-advisor to Student Government Association, University Programming Board and Panhellenic Council
- Served as a campus Principle Designated School Officer for international student enrollment on SEVIS
- Served as a member of New Student Orientation Committee and Traffic Violations Appeals Committee
- Responsible for all division budget management and financial documentation approval

### **Dean of Students, July 2006 – July 2009**

#### **Francis Marion University, Florence, SC**

- Reported to the Vice President for Student Affairs
- Assisted the Vice President in the management of the division

- Served in the absence of the Vice President for Student Affairs
- Senior Woman Administrator – Athletics
- Supervised the Assistant Dean of Students, Coordinator of Student Life, Coordinator of International Affairs, Coordinator of Multicultural Affairs, the Coordinator of Recreational Sports and the FMU Cheerleading Coach
- Coordinated additions, changes, deletions and revisions of the student handbook and code of conduct and student organization handbook
- Created and served as the chair of Leadership FMU and Project Civility, two new initiatives
- Co-advised to the Student Government Association
- Served on the campus Student Orientation Committee and the Traffic Violations Appeals Committee
- Responsible for the overall management of the student conduct process
- Served as a member of the divisional crisis management team
- Responsible for budget management and financial documentation approval

### **Interim Dean of Students, August 2005 – June 2006**

#### **Spelman College, Atlanta, GA**

- Reported to the Vice President for Student Affairs
- Assisted the Vice President in the management of the division
- Served in the absence of the Vice President for Student Affairs
- Supervised the directors of Student Activities, Housing, and Residence Life, the Coordinator for International and Commuter Student Services and a Senior Administrative Assistant
- Coordinated additions, changes, deletions and revisions of the student handbook and code of conduct
- Responsible for the administration and management of the student judicial process
- Responsible for training hearing officers and campus-wide judicial hearing boards
- Administered the student grievance process and conduct alternative dispute resolution sessions
- Coordinated the divisional crisis management team meeting sessions
- Served as the administrator in charge of the management of the student travel policy
- Served as chair of the Student Risk Management Committee for Special Events
- Served as a member of the Academic Integrity Committee
- Served as a member of the College Commencement Committee and chair of Senior Class Day activities
- Served as the Principal Designated School Official (PDSO) for international student enrollment
- Responsible for budget creation, management and approval within the division

### **Associate Dean of Students, February 2000 – August 2005**

#### **Spelman College, Atlanta, GA**

- Reported to the Vice President for Student Affairs/Dean of Students
- Assisted the Vice President for Student Affairs/Dean of Students in the management of the division
- Supervised the directors of Housing and Residence Life, Community Service, Bonner Scholars Program, Student Activities, and the Coordinator for International and Commuter Student Services
- Served as the Principal Designated School Official (PDSO) for international student enrollment
- Coordinated additions, changes, deletions and revisions of the student handbook and code of conduct
- Responsible for the administration and management of the student judicial process
- Served as project leader for a grant from the Kellogg Foundation (civic engagement) and supervised the project leader for a grant funded by the Mellon Foundation (living-learning programs)
- Served as member of the campus-wide Enrollment Services Committee
- Served on various campus-wide committees: Enrollment Management, New Student Orientation, Commencement, Incident Management Taskforce, Salary Supplemental Pay Taskforce
- Responsible for budget creation, management, and approval within the division

**Assistant Dean of Students, February 1998 – February 2000**

**Texas Tech University, Lubbock, TX**

- Responsible for the administration and management of the Judicial Affairs Program
- Coordinated additions, changes, deletions, and revisions to the Code of Student Conduct
- Co-coordinated with the Associate Dean of Students investigations of sexual harassment and misconduct
- Responsible for training the University Discipline Committee and University Appeals Committee
- Conducted administrative and University Board hearings
- Co-coordinated the T.E.A.M. (Tech Education on Alcohol Matters) Course
- Created, coordinated, and advised the Student Judicial Advisors Program
- Coordinated, created and advised the Women Support and Development Committee
- Served as member of the Leadership Tech Advisory Council
- Served as the mediator for the campus Panhellenic Association rush infractions

**Housing and Dining Services Coordinator for Judicial Affairs, August 1996 – February 1998**

**Texas Tech University, Lubbock, TX**

- Responsible for student conduct administration process for the department
- Maintained the case management database and compiled statistics for reports
- Served as liaison to the Office of the Dean of Students
- Supervised the Student Judicial Board advisor
- Conducted administrative and contractual hearings with students as well as serve as the appeal officer
- Coordinated selection and training for the Residence Life and Community Conduct Board
- Co-coordinated the T.E.A.M., (Tech Education on Alcohol Matters) Course
- Created a conduct officer newsletter entitled, "Judicially Speaking."

**Case Manager/Career Counselor, December 1995 – August 1996**

**Aiken Technical College, Aiken, SC**

- Worked with the Jobs Training Partnership Act, (JTPA), Program
- Managed caseloads of students classified as economically disadvantaged and dislocated workers
- Counseled students on academic and personal matters
- Assisted in job placement of students after classroom training
- Conducted administrative tasks that adhered to strict federal/state grant guidelines
- Assessed students for JTPA Program eligibility and enrollment
- Interpreted certification and career assessment testing results
- Assisted and developed workshops for job readiness skills

**Trainer/Instructor – Continuing Education/Department of Social Services, January 1996 – August 1996**

**Aiken Technical College, Aiken, SC**

- Assisted in developing 40 hours of a 100-hour course, 5-week rotation
- Trained welfare recipients in job readiness skills for the Welfare-to-Work Program
- Conducted sessions on self-esteem, stress management and interviewing skills
- Coordinated additional educational tools to enhance job search techniques for students

**Housing and Residence Life: Area Coordinator, July 1992 – June 1995**

**Case Western Reserve University, Cleveland, OH**

- Managed 5 co-ed residence halls, (1 graduate, 3 undergraduate, & 1 greek-letter housing)
- Recruited, trained, supervised and evaluated full-time and student staff
- Reviewed maintenance requests and billing for repairs and general maintenance

- Conducted bi-monthly building inspections
- Trained staff in the areas of programming, interpersonal communication, and policy
- Maintained budgetary control of programming funds for staff and hall councils
- Collaterals appointments as Leadership Development Coordinator and Judicial Coordinator
- Developed and coordinated training and selection for student judicial boards
- Served as advisor to the Residence Life Judicial Board and supervised the Judicial Assistant
- Facilitated weekly Judicial Advisory Council meetings with professional staff
- Worked with the University Judicial Coordinators on non-compliance cases
- Advised the Residence Hall Association
- Supervised the Leadership Development Assistant
- Served as member of the University Student Leadership Development Committee
- Served as member of the University Student Awards Board
- Served as member of the campus National Collegiate Alcohol Awareness Week program committee

**Housing and Residence Life: Assistant Area Coordinator, August 1989 – June 1992**

**Georgia Institute of Technology, Atlanta, GA**

- Managed a 4 building complex, (3 undergraduate, 1 graduate)
- Supervised 1 Building Supervisor, 2 Maintenance and 3 Custodial workers
- Assisted in assessing staffing needs for area and department
- Advised hall council and graduate hall council
- Maintained the programming budget for staff and 3 hall councils
- Served as instructor for Resident Assistant course PSY 385 (Psychology elective)
- Served as a co-coordinator for Summer Conferences
- Administered payroll and coordinated break coverage

**Residence Hall Director, August 1987 – July 1989**

**Jacksonville State University, Jacksonville, AL**

- Managed a variety of residence halls
- Supervised 4 – 8 Resident Assistants and 3 – 5 Night Clerks
- Advised the hall council
- Maintained the programming budget for staff and hall council
- Worked with the Summer Conference program within the residential area
- Administered payroll and coordinated break coverage

**OTHER HIGHER EDUCATION EXPERIENCE AND INVOLVEMENT**

American College Personnel Association Program Proposal Reviewer, 2005 – 2009

Association for Student Conduct Administration – Leadership Development Committee 2012 - 2013

Civic Engagement and Service Learning – Spelman College

Commencement Committee – Spelman College and Francis Marion University

Conference Committee: Career Connections – ASCA (Association for Student Conduct Administration)

Core Council for Professional Issues – ACPA (American College Personnel Association)

Dance Marathon Advisor – Francis Marion University

Diversity Taskforce: Student Affairs/Chancellor's Office – Texas Tech University

Divisional Assessment and Program Review (chair) – Spelman College

Enrollment Management Committee – Spelman College

Finance Committee – ASCA (Association for Student Conduct Administration)

Gender Studies Curriculum Advisory Committee – Francis Marion University

Honor Code Development Committee – Francis Marion University

Incident Management Taskforce – Spelman College  
 Leadership Development Committee – ASCA (Association for Student Conduct Administration)  
 Local Arrangements and Program Committees – ASCA (Association for Student Conduct Administration)  
 McNair Scholarship Screening Committee – Francis Marion University  
 National Association of Student Personnel Administrator Program Proposal Reviewer, 2005 – 2012  
 New Student Orientation Committee – Francis Marion University  
 Omicron Delta Kappa National Leadership Honor Society – Advisor and member  
 Peach Belt Athletic Conference Vice President/Vice Chancellor Committee Chair – 2010 – present  
 Strategic Planning Committee: Housing and Dining Services – Texas Tech University  
 Strategic Planning Committee: Student Affairs – Texas Tech University  
 Student Athletes and Discipline Committee – Texas Tech University  
 Student Development Task Force – Spelman College  
 Student Orientation Committee - Francis Marion University  
 Traffic Violations Appeal Committee and Chair – Francis Marion University

### **INNOVATIONS AND INITIATIVES**

**Student Judicial Advisor Program** – Texas Tech University

Student leaders were trained to assist other students in interpreting policies and procedures

**“Judicially Speaking” Newsletter** – Texas Tech University

Newsletter for hearing officers in the Housing and Residence Life department

**Practical Educational Alternatives for Civil Environments (P.E.A.C.E.)** – Spelman College

Programs centered on classroom civility, conflict resolution, and community engagement. Student leaders involved with the planning of the events were called P.E.A.C.E. Leaders.

**Project Civility** – Spelman College and Francis Marion University

Activities centered on respect, civility and community engagement

**International Student Assistant Leaders Program** – Spelman College

Upper-class international and domestic students served as mentors and planned educational and social programs for newly admitted international students as they transitioned to life in the United States.

**Leadership FMU Program and Leadership Series** – Francis Marion University

A five-session leadership program designed to assist student learning about leadership through interaction, case studies, and practical application.

**The Leadership Think Tank** – Francis Marion University

An evening with students, faculty, and staff exploring leadership concepts and assessing campus needs.

**Leadership Focus Newsletter** – Francis Marion University

A subscription newsletter for students interested in the Leadership FMU Program and general leadership concepts.

**Blueprint for Success Student Leadership Conference** – Francis Marion University

Annual conference planned by students for students. Leadership for the conference is typically a graduate of the Leadership FMU Program.

**Career Connections** – Francis Marion University

Administered through the Career Development Office, the series is designed for students who wish to participate in concentrated learning opportunities centered on career choice and preparation.

**PROFESSIONAL AFFILIATIONS / HONORS:**

American Association of University Women (AAUW)  
Association for Student Conduct Administration (ASCA)  
Florence Chamber of Commerce Volunteer of the Year (2015)  
National "Civie" Award – Americans for a More Civil Society Organization 2005  
National Association of Professional Women  
National Association for Student Personnel Administrators (NASPA)  
National Society of Collegiate Scholars (NSCS) – Distinguished Member  
Omicron Delta Kappa National Leadership Honor Society (ODK) – Member  
South Carolina College Personnel Association (SCCPA)  
South Carolina Women in Higher Education  
Southern Association for College Student Affairs (SACSA)  
YWCA TWIN (Tribute to Women of Influence) Honoree 2009

**CIVIC AND COMMUNITY INVOLVEMENT:**

Diversity Works Initiative Board Member – 2015 to present  
Florence Chamber of Commerce Board Member – 2012 to 2015  
Florence Men's Choral Society – Board member and officer, 2010  
The Naomi Project (Long-term women's shelter) – Volunteer and past board chair, 2007 to present  
Toastmasters International – 2011 to present