



ACADEMIC ACHIEVEMENT PROGRAMS

Ronald E. McNair Post-Baccalaureate Achievement Program

2110 Marie Mount Hall * College Park, MD 20742

(P) 301.405.4749 * (F) 301.314.7255 * mcnairscholar@umd.edu

www.aap.umd.edu/mcnairprogram.html

Dear McNair Scholars,

Each scholar should graduate with a curriculum vita – a CV – (an extended résumé that reflects professional and academic experiences, service, accomplishments, and other relevant information). Indeed, one can create a CV different ways.

Below is one way to do a CV. You should be consulting with your faculty mentor to get other ideas. Or, you can just ask your mentor for a copy of his or her CV. Or, you can do a web search of faculty CVs at the institution where you want to go to graduate school.

Once you complete your CV, which may need to be alter depending on the positions you apply for, be sure to send a copy to the McNair office for your file.

Thank you.

Sincerely,

Wallace Southerland III, Ph.D.
Associate Director

CURRICULUM VITAE
WALLACE SOUTHERLAND III, Ph.D.

Address 1 * City, ST Zipcode
Email Address: wsouther@umd.edu
Office: XXX.XXX.XXX (Direct)
Cell: XXX.XXX.XXXX * Home: XXX.XXX.XXX

EDUCATIONAL BACKGROUND

- | | | |
|-----------------------------|--|-----------------|
| Doctor of Philosophy | University of Maryland, College Park
Education Policy, Planning, and Administration
<i>Program: Higher Education Administration</i>
<i>Interests: Academic Governance and Leadership</i> | May 2007 |
| Master of Science | University of Bridgeport, Bridgeport, Connecticut
Counseling and Human Resource Development | May 1993 |
| Bachelor of Science | University of Bridgeport, Bridgeport, Connecticut
English, <i>cum laude</i>
Minors: Secondary Education and Philosophy | May 1991 |

FACULTY AND PROFESSIONAL WORK EXPERIENCES

- | | |
|----------------------------------|---|
| April 2007-Present | University of Maryland, College Park, MD
<i>Acting Associate Director then permanent Associate Director</i>
<i>Ronald E. McNair Scholars TRiO Program</i>
<i>Division of Academic Affairs – Undergraduate Studies Unit</i> <ul style="list-style-type: none">• Manage daily operations of federally-funded program• Co-Founder and Co-Chair, annual University of Maryland National Conference for McNair Scholars and Undergraduate Research• Develop, implement, and assess the Summer Research Institute• Organize, edit, and ensure publication of the annual Research Journal• Implement services that prepare students for graduate school and the Ph.D.• Identify and engage faculty mentors to work with undergraduates• Build relationships with colleges and administrative units serving students• Collect, analyze, and report data to ensure annual attainment of objectives• Supervise administrative assistant, graduate assistant and SRI faculty & staff |
| July 2007-Present
(part-time) | Walden University¹
<i>Faculty Member, Ed.D. Teacher-Administrative Leadership Program</i>
<i>Richard W. Riley College of Education and Leadership</i> <ul style="list-style-type: none">• Teach courses in the following areas: Qualitative Research Methods; Foundations of Adult and Higher Education; Leadership in Teaching and Learning; and Foundations of Doctoral Study• Serve as University Research Reviewer• Chair or serve as methodologist for doctoral committees |

¹ Walden University is an accredited distance education institution. The employment is part-time.

- Advise students on designing research studies
- Participate in Academic Residencies by facilitating or co-facilitating workshops on developing literature reviews, on developing problem statements, on choosing between project or research study
- Participate in faculty meetings
- Mentor new faculty members as requested

Sept 2006-Nov 2008

University of Phoenix²*Faculty Member, College of Arts and Sciences*

- Taught courses in the following areas: Abnormal Psychology, Psychology: Life Span Human Development, General Psychology, Diversity and Cultural Factors of Psychology, Cognitive Psychology, Communication Skills for Graduate Study

Sept 2005-Apr 2007

Greenwood/Asher & Associates, Inc.*Executive Search Consultant*

- Developed, assessed, and presented prospects to higher education clients for dean's level positions
- Provided consultation to all prospects on navigating the search process

Spring 2005 only

San José State University, San José, California*Adjunct Professor of Education, Higher Education Program**Department of Educational Leadership*

- Taught graduate-level Research Seminar in Education course
- Note: Student in class received academic recognition for her graduate paper.
- Note: Was offered to teach a leadership class in fall 2005 and research class again in spring 2006 but was unable to do so because of new position at Greenwood/Asher & Associates

July 2003 -
August 2005**San José State University, San José, California***Director, Academic Services**Division of Academic Affairs – Office of the Provost*

- Interfaced with Undergraduate Studies and college deans to meet unit goals
- Supervised retention services (e.g., Learning Center, Advising Center)
- Supervised Educational Opportunity Program
- Supervised federal five TRiO grant programs for one of the two years
- Managed more than \$1 million in department budget
- Served as regular member of Provost's Council and Associate Vice President's Council
- Developed and proposed instruments to assess student learning outcomes
- Supervised approximately 20 direct and indirect staff

² University of Phoenix is an accredited distance education institution. The employment was part-time.

- July 2000 -
June 2003
- Creighton University, Omaha, Nebraska**
Senior Director, Department of Educational Opportunity Programs
Division of Academic Affairs – Office of the Vice President for Academic Affairs
- Supervised five federal TRiO grant programs and Disability Services
 - Collected, analyzed, & reported data related to attainment of objectives
 - Supervised approximately 20 direct and indirect staff
 - Supervised more than \$1 million in grant and non-grant budgets
 - Served as regular member of Vice President’s Council
- Summer 1999
- University of Maryland, College Park, MD**
Lecturer, Summer Transition Program
Office of Undergraduate Studies -- Academic Achievement Programs
- Taught University Life-type of course to incoming first year students
- Fall 1998
- University of Maryland, College Park, MD**
Instructor, Academic and Career Advancement Course
Division of Academic Affairs - Office of Multi-Ethnic Student Education
- Taught University Life-type of course to incoming first year students
- Summer 1998
- University of Maryland, College Park, MD**
Co-Instructor, Honors Course in Research Methods
Office of Undergraduate Studies - Academic Achievement Programs
- 1997-2000
- University of Maryland, College Park, MD**
Office of Undergraduate Studies - Office of Academic Achievement Programs
Academic Counselor, McNair Scholars TRiO Program
- Assisted Associate Director with all programmatic operations
 - Provided academic advising to students
 - Planned and implemented research activities
 - Planned and implemented academic development programs
 - Assisted students with preparing for graduate school
- 1996-1997
- University of Maryland, College Park, MD**
Undergraduate Admissions, Banneker Scholars Program
Program Assistant
- Assisted Assistant Director of Admissions with operating scholarship program for African American students
 - Assisted with planning cultural enrichment and academic events for students
- 1991-1996
- University of Bridgeport, Bridgeport, CT³**
Director, Residential Life and Judicial Affairs (1994-1996)
Division of Student Development
- Supervised multiple housing facilities and staff
 - Supervised campus student discipline matters
 - Supervised housing budget

³ Position changes were promotions to units requiring leadership and focus during difficult financial circumstances.

Interim Director, The Upward Bound TRiO Program (1993-1994)

School of Education

- Supervised pre-college academic support services for target students
- Supervised grant funds

Director, Ethnic Affairs and Student Development (1992-1993)

Division of Student Development

- Supervised minority student services
- Supervised campus student activities

Affirmative Action Officer (1992-1993)⁴

Office of the President

- Provided leadership over hiring policies and practices that promoted employment diversity
- Provided leadership over development of sexual and racial harassment training and policies
- Investigated harassment-related matter

Assistant to the President (1991-1992)

- Provided broad assistance to the University President
- Served as Ombudsperson for students
- Assisted with community relations
- Served on President's Cabinet

GRADUATE ASSISTANT INTERNSHIP EXPERIENCES

Aug. 1998 – Oct. 1999 **Independent Sector**, Washington, D.C.

Leadership Program Area

Staff Assistant/Intern

- Responsibilities included assisting the Vice President and office staff with general operating assistance such as work on strategic plan, two annual conferences and the Emerging Leaders Institute.

Jul. 1997- Dec. 1997 **Heidrick and Struggles Search Firm**, Washington, D.C.

Staff Assistant/Intern to a Vice President for Higher Education Division

- Responsibilities included assisting the Vice President and office staff with organizing materials related to executive searches.

RESEARCH INTERESTS

- Area 1: Issues related to how trustees, system heads, institutional leaders, and faculty define, secure and exercise leadership, power and influence inside and outside the "ivory tower"
- Area 2: Issues related to political, cultural and symbolic dimensions of higher education governance and leadership among faculty members and administrators
- Area 3: Issues related to the history, design, structure, power and influence of federal TRiO and other educational access and opportunity programs

⁴ Concurrent with Student Development position.

- Area 4: Issues related to how “online” colleges work (e.g., academic freedom, shared governance, leadership and organizational structures and notions of power and influence)

TEACHING INTERESTS

- Leadership, politics, policy and organizational issues related to educational settings
- Research methods (i.e., qualitative methods, case study methodology)
- Pro-Seminar/Foundational courses in doctoral study
- Experimental/multidisciplinary courses related to symbolic, cultural and political leadership issues

RESEARCH AND SCHOLARLY ACTIVITIES

Books Authored

Southerland, W. (2008). *Money, power and influence: The politics of how academic department chairs secure campus budget resources*. Saarbrücken, Germany: VDM Verlag. (English prints). ISBN #: 9783836439190.

Refereed Articles

Southerland, W. (January 2003). Advancing research in the TRiO community. *Opportunity Outlook* which has been renamed *Opportunity Matters: A Journal of Research Informing Educational Opportunity Practice & Programs*.

Southerland, W. (2002). Constructing conceptual frameworks for administrative leadership in TRiO programs. *Journal of Educational Opportunity*, 20,(1). 39-51.

Non-refereed Articles and Professional Essays

Southerland, W. (Summer 2008). From chair to dean: Strategies for career advancement. *The Department Chair*, 19 (1), 8-10.⁵

Southerland, W. (2007). The politics of securing campus resources: Suggested budget strategies for new chairs. *The Department Chair*, 17 (3), 16-18.⁶

Southerland, W. (2001). Do AAUP censures threaten institutional autonomy? In *Academic Leader: The Newsletter for Academic Deans and Department Chairs*, 17, 1.

Southerland, W. (Summer 2000). Budget strategies: A political prescription for academic chairpersons. In *The Department Chair*, 11, 1.

Southerland, W. (May 2000). Academic freedom and the perils of fundraising. In *Administrator: Practical Ideas and Key Issues in Higher Education*.

⁵ Article is also reprinted at http://www.acenet.edu/resources/chairs/docs/Southerland_Budget.pdf as part of the ACE Department Leadership Project.

⁶ Article is also reprinted at http://www.acenet.edu/resources/chairs/docs/Southerland_Budget.pdf as part of the ACE Department Leadership Project.

Southerland, W. (May 2000). Organizational change and "department advancement." In *Academic Leader: The Newsletter for Academic Deans and Department Chairs*.

SELECTED TALKS AND PROFESSIONAL PAPERS PRESENTED

Invited Talks/Presentations

Panelist. (October 2008). "The Pipeline: Student Diversity Programs." Division of Science and Research, West Virginia Higher Education Policy Commission. *National Faculty Diversity Workshop: Building Diversity in Higher Education – Strategies for Broadening Participation in the Sciences and Engineering*. A workshop for policymakers, research administrators and faculty members committed to recruiting and retaining women, underrepresented racial/ethnic minorities and people with disabilities. Charleston, WV.

Moderator. (September 2008). "TRiO Research and Writer's Collaborative." 27th Annual Conference of the Council for Opportunity in Education. Washington, D.C.

Keynote. (February 1998). Preparing Students for Campus Governance Using Three Models: Bureaucratic, Collegial and Political. Leadership Conference, University of Maryland Eastern Shore, Princess Anne, MD.

Keynote. (April 2002). Minority Graduating Seniors Awards, Creighton University.

Keynote. (June 2000). Phi Delta Kappa Initiation Ceremony, Howard University.

Keynote. (1999). Resident Life Leadership Conference, University of Maryland.

Commencement Speaker. (1999). Merritt Elementary School, Washington, D.C.

Commencement Speaker. (1999). Francis Junior High School (alma mater), Washington, D.C.

Refereed Professional Presentations

Southerland, W. (February 2009, accepted). *The politics of securing campus budget resources II: The results*. Orlando, FL: Twenty-sixth Annual Academic Chairpersons Conference sponsored by Kansas State University.

Southerland, W. (March 2009, accepted). *Money, power and influence: How exemplary chairs leverage and negotiate favorable allocation decisions*. Submitted for 2009 AERA Conference.

Southerland, W. (March 2009, accepted). *Survival leadership: Applying analytic models of organizational functioning to academic departments*. 2009 International Conference for Post Secondary Leaders. Sponsored by *The Chair Academy*. Nashville, TN.

Southerland, W. (February 2000). *Best practices: Strategies to defend, increase, and expand department budgets*. Orlando, FL: Academic Chairpersons Conference sponsored by Kansas State University.

Southerland, W. (November 1998). *The role of college presidents in academic policymaking: What two interviews reveal*. University of Maryland, Department of Education Policy, Planning, and Administration: Annual Graduate Research Conference.

Southerland, W. (October 1998). *Academic values and institutional advancement*. Lexington, KY: Third Annual Conference of the Southeastern Higher Education Student Symposium (SHESS).

Southerland, W. (April 1998). *Bureaucracy, collegiality, and politics: Three models of academic governance to aid people of color in predominately white institutions*. University of Nebraska, Lincoln. NE: Third Annual Conference on People of Color in Predominately White Institutions.

Southerland, W. (February 1998). *Preparing students for campus governance using three models: Bureaucratic, collegial and political*. College Park, MD: 24th Annual Maryland Student Affairs Conference.

Southerland, W. (November 1997). *Academic values and college gifts: A policy framework*. University of Maryland: Graduate Research Conference.

Southerland, W. (November 1997). *A retention model for the 21st century*. University of Maryland: Minority Retention 2000 Conference.

Refereed Conference Proceedings

Southerland, W. (2000). Best Practices: Strategies to Defend, Increase, and Expand the Department Budget. In *Academic Chairpersons Celebrating Success: Sharing Best Practices Proceedings of the Seventeenth Annual Academic Chairpersons Conference (50)*. Orlando, FL.

Southerland, W. (1998, April). *Bureaucracy, Collegiality and Politics: Three Models of Academic Governance to Aid People of Color in Predominately White Institutions*. Paper presented at the meeting of the 3rd Annual National Conference for People of Color in Predominately White Institutions, Lincoln, NE.

Southerland, W. (1998). Academic values and institutional advancement. *Proceedings of the Southeastern Higher Education Student Symposium*. University of Kentucky-Lexington.

FUNDED CONTRACTS AND GRANTS AND RESOURCE DEVELOPMENT

Spring 2009	Secured \$4,000 from Dean of Graduate School for University of Maryland National McNair Research Conference – the target was \$3,000)
Summer 2004	Investigated and developed conceptual paper that resulted in securing \$100,000 from the California State University's Chancellor's office for an Early Assessment Program (EAP). EAP is a short assessment test that high school juniors may take as part of their regular standardized test. Passing scores may exempt them from other high-stakes math and English tests required by the California State University.
Summer 2003	Lead Grant Writer, \$1,751,496 four-year grant for Upward Bound TRIO Project at Creighton University
Summer 2003	Lead Grant Writer, \$1,380,310 five-year, top 10% grant for Upward Bound Math & Science TRIO Project at Creighton University. This grant was written for four years but received funding for five years.

Certificate	Leadership Omaha <i>Omaha Chamber of Commerce</i>	2002
Certificate	Foundations for Effective Management and Supervision, <i>Creighton University</i>	2001
Certificate	Minority Leaders Fellowship Program <i>The Washington Center, Washington, D.C.</i>	1990
Diploma	Human Relations and Effective Speaking <i>Dale Carnegie Institute, Washington, D.C.</i>	1986

SELECTED SERVICE ACTIVITIES

Professional Memberships

- President, Maryland Executive Council of Educational Opportunities, 2008-2009
- President-elect, Maryland Executive Council of Educational Opportunities, 2007-2008
- Member, Association for the Study of Higher Education, Renewed 2007
- Member, American Educational Research Association, Renewed 2007
- Member, Mid-Eastern Association of Educational Opportunity Program Personnel (MEAOPP), 2007

Reviewing activities for agencies

- Proposals Reviewer, 2009 AERA National Conference
- Proposals Reviewer, 2008 ASHE National Conference
- Reviewer, Criterion Reference Tests for bias, Omaha Public Schools, 2003
- Reviewer, Upward Bound TRiO Grants, U.S. Department of Education, circa 2004

Campus

University of Maryland

- Member, Search Committee, Associate Director, University of Maryland Educational Opportunity Center, Summer 2008
- Co-Chair, University of Maryland National Conference for McNair Scholars and Undergraduate Researchers, 2007, 2008
- Chair, Department of Academic Achievement Programs' Annual Spring Professional Development Initiative, Spring 2008
- Member, Black Faculty & Staff Association, 2007 to Present
 - Member, Campus Climate Subcommittee
- Member, Search Committee for Department Chairperson, Education Policy & Leadership, Fall 1999
- Member, Steering Committee, University of Maryland National Conference for McNair Scholars and Undergraduate Researchers , 1999-2000
- Member, Executive Committee, University Senate, 1999-2000
- Member, Academic Procedures and Standards Committee, University Senate, 1999-2000
- Graduate Student Senator, College of Education, 1999-2000
- Member, Minority Mentoring Committee, 1998-2000
- Member, Black Faculty and Staff Association, 1998-2000
- Member, Planning Committee, Annual Retention Conference, 1998-1999
- Member, Diversity Initiative, 1998-1999

- Member, Student Affairs Committee, University Senate, 1998-1999
- Member, College Assembly, College of Education, 1997-1998
- Twice-elected President, Departmental Graduate Students Association, 1996-1998 (major accomplishment includes creation of Faculty Mentor Award which still exists)

San José State University

- Developed first-ever workshops specifically for faculty and offered through the campus' Center for Faculty and Staff Development and Support. The title was "*Engaging Faculty: Partnering with Faculty to Promote Student Success and Retention in the Classroom*".
- Campus Climate Committee
- Academic Senate's Student Success Committee
- New Students Task Force
- Writing Requirements Committee
- Academic Senate's Instructional and Student Affairs Committee
- Academic Integrity Committee (a subcommittee of Instructional and Student Affairs)
- Co-Chair, Academic Success Center Planning Committee along with Associate Vice President for Undergraduate Studies
- Enrollment Management Next Steps Committee
- Academic Affairs Final Admissions Committee (reviews appeals to admissions decisions)
- Task Force on Supporting Student Leaders (a subcommittee of Instructional and Student Affairs)
- Member, Search Committee for Associate Dean of the First Year Experience

Creighton University

- Member, College is Possible Initiative at the American Council on Education, 2001-2003
- Member, Search Committee, Dean of Arts & Sciences, 2002
- President, Black Employees' Network, 2002-2004
- Member, Equal Opportunity Employment Ad Hoc Task Force, 2002-2003
- Member, Community Relations Task Force, 2002-2003
- Health Professionals Partnership Initiative, 2000-2003
- Vice President, Black Employees' Network, 2000-2002
- Permanent Member, President's Council on Cultural Diversity, 2000-2003
- Member, Black Employees' Network (Chair, Social Committee), 2000-2002

University of Bridgeport

- Chair, Committee on Harassment, Discrimination and Hate Crimes, 1992-1993
- Chair, Student Development Multicultural Advisory Committee, 1990-1991
- Member, School of Education's Education Council, 1992-1993
- Member, University Grievance Committee, 1992-1993
- Member, University Task Force on Diversity, 1989-1990
- Member, President's Minority Advisory Council, 1988-1991

Community, State and National

- Former Vice Chairperson, San Jose California Student Opportunity Access Program (Cal-SOAP), 2004
- Chairperson, African American History Challenge, 100 Black Men of Omaha, 2003
- Founder & Co-Chair, Latino Advisory Bd., Educational Opportunity Programs, Omaha, NE 2003
- Adopt-A-School Program, Omaha, NE, 2000-2003
- Member, Finance Committee for Black Catholic Scholarship Fund, Omaha, NE, 2000-2003

- Volunteer Teacher, Junior Achievement, Omaha, NE, 2002-2003
- Board member and Member, 100 Black Men of America, Omaha Chapter, 2002-2003
- Former Director, Higher Education Ministry, Pilgrim Rest Baptist Church, 1999-2000
- Founding Member, 100 Black Men of America, Greater Bridgeport Chapter, 1995-1996
- Former Board Member/Executive Secretary, NAACP; Greater Bridgeport Chapter, 1994-1996
- Former Board Member, United Way's Project Blueprint; Bridgeport, CT, 1994-1996
- Former member, Connecticut Association for Educational Opportunity Programs, 1993-1995

SELECTED SERVICE AWARDS, HONORS AND NOMINATIONS

- Corporate Achiever Honoree from Omaha's Multiple Sclerosis Society, Fall 2002
- Recipient, President's Award, University of Maryland, 2000
- Recipient, Employee of the Year Award, Undergraduate Studies, University of Maryland, 2000
- Recipient, first Distinguished Graduate Student Service Award, University of Maryland, 2000
- Invited, U.S./Cuba Education Initiative, People to People Ambassador Program, 2000⁸
- Invited, U.S./China Education Initiative, People to People Ambassador Program, 1999⁹
- Inductee, Marquis' Who's Who In America, Millennium Edition, 1999-2000
- Friends of the College Scholarship, College of Education, University of Maryland, 1998-1999
- Certificate of Recognition for Contributions to Equity, University of Maryland, 1998
- Minority Support Grant for Doctoral Studies, University of Maryland, 1996
- Professional Image Award, Bridgeport NAACP, 1996
- University of Bridgeport President's Award, 1991
- Nominee, White House Fellowship, 1991
- Who's Who Among Students in American Colleges and Universities, 1991, 1998

REFERENCES

Please contact me prior to contacting referees so that I can debrief them on position.

Professional – Current Supervisor

Jerry Lewis, J.D., Executive Director
Academic Achievement Programs
University of Maryland, College Park

Professional – Previous Supervisors

Nthakoana Peko, Ph.D.
Former Associate Director and Supervisor, McNair Scholars Program
University of Maryland

Janet Merritt, M.S. (Retired)
Former Dean of Students and Supervisor
University of Bridgeport

Professional – Previous Academic Supervisor

Barbara Gottesman, Ed.D.
Retired Department Chair, Educational Leadership

⁸ Did not participate because of other commitments.

⁹ Ibid.

Academic

Betty L. Malen, Ph.D., Professor & Dissertation Chair
University of Maryland, College Park
Education Policy Studies

Frank Schmidlein, Ph.D., Associate Professor Emeritus & Academic Advisor
University of Maryland, College Park

CERTIFICATION

I, Wallace Southerland, hereby verify that all information provided in my application packet is accurate.
Supporting documents or information may be provided upon request.

A handwritten signature in black ink, appearing to read "W. Southerland III". The signature is written in a cursive style with a horizontal line at the end.