

Resume

Keith E. Jenkins

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Education:

Doctorate of Education (Ed.D.)	Nova Southeastern University Ft. Lauderdale, Florida	February 2008
Master of Science (M.S.)	University of North Texas Denton, Texas	August 1981
Bachelors of Science (B.S.)	University of North Texas Denton, Texas	August 1979
Associate of Arts (A.A.)	Schreiner College Kerrville, Texas	May 1977

Employment Experience:

Sam Houston State University	Huntsville, Texas	1989-Current
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Associate Vice-President for Student Services

Specific responsibilities include supervision of the Lowman Student Center Operations, Student Legal & Mediation Services, and the Department of Recreational Sports. Coordinate all construction and facility development in the Division of Student Services, and serve as the Vice-President of Student Services in his absence. Additional responsibilities include serving as a member of the university's emergency response team in various capacities, Incident Commander, Mass Care Coordinator, etc...

Associate Dean of Students

Responsibilities included the supervision of the Lowman Student Center Operations, the Department of Recreational Sports, the Department of Student Activities, Greek Affairs, Multicultural Programs, and the Assistant Dean of Students. Additional areas of involvement included, Student Judicial Affairs, New and Transfer Student Orientation, Crisis Team Coordinator, and serving as the Dean in his absence.

Assistant Dean of Student Life

Responsibilities included the supervision of the Department of Recreational Sports along with Student Judicial Affairs. A member of the Universities Crisis Team.

Director, Recreational Sports

Responsibilities included the development of a new campus Recreational Sports program. This included staff growth from 3 fulltime to 12, from 2 Graduate Assistants to 10, from 75 student workers to 350. Other areas of development included student programs, student recreation facilities, and assessment programs providing learning outcomes for the department.

Northwestern University

Evanston, Illinois

1984- 1989

Associate Director of Recreational Sports/Asst. Athletic Director

Assistant Director of Recreational Sports

Responsibilities included coordinating Intercollegiate Team Travel, Compliance, Intramurals, Club Sports, Facility Construction and Management, Fund Raising, Staff and Student Supervision, Coordinating Training Seminars, Summer Camps Coordination, and Coordinating Special Events.

Other Employment Experiences

1978- 1984

Director of Athletics and Recreation

Kendall College, Evanston, Illinois

City Manager

Whitesboro, Texas

Director of Parks & Recreation

Whitesboro, Texas

Resident Hall Director –Residence Life

University of North Texas, Denton, Texas

Graduate Assistant

University of North Texas, Denton, Texas

Resident Assistant –Residence Life

McMurry University, Abilene, Texas

University Committees: Past and Present, over 100. Complete list available upon request

Examples included the following:

- * University Strategic Planning Committee
- * Chair, University Staff Council (first ever)
- * University's Student Travel Policy Committee
- * University's Budget Committee
- * University's Key and Access Committee
- * University's Calendar Committee
- * University's Substance Abuse Committee
- * President's Committee for Celebration Programs
- * New Student Orientation Committee
- * Longitudinal Student Assessment Committee
- * Summer Camp Policy Development
- * Student Life Development & Re-Organization
- * Student Services Assessment Committee
- * University's Motor Pool Committee
- * Presidential Golf Tournament Committee
- * NCAA Title IX Review Committee
- * Emergency Response Committee
- * Academic Policy Council
- * University Camp Development Committee
- * Critical Incident Management System Committee
- * First Year Experience Committee
- * Housing Appeals Committee
- * Closing the Gap Initiative
- * Student Service Fee Committee
- * University's Staff Evaluation Committee
- * Registration Committee
- * Commencement Committee
- * Bicentennial Committee
- * University's Wellness Committee
- * University's Parking Appeals Committee
- * University's Student Discipline Committee
- * University's Camp Development Committee
- * Presidential Investiture Committee
- * University/City Golf Course Committee
- * Special Olympics Committee
- * Academic Absence Committee
- * Recruitment and Retention Committee
- * University Master Plan Advisory Committee
- * University Exclusive Soft-drink Committee
- * Employment Selection Committees

Professional Affiliations: NASPA, TACUSPA, NIRSA, ACUI, ACPA

Community Involvement: United Methodist Church Active Member, Various Civic Clubs, Home Owners Association, City of Huntsville Committees

“Career Highlights”

1989-Current Sam Houston State University

- * Successfully coordinated and developed the university’s first critical incident management plan
- * Successfully coordinated the \$7 million addition to the campus recreation center
- * Successfully coordinated the \$4.5 million university camp development
- * Successfully coordinated the student referendum which established a designated recreation fee
- * Successfully coordinated a second student referendum increasing the recreational sports fee 60%
- * Successfully coordinated the \$11 million student union renovation project
- * Successfully coordinated a student referendum to increase the mandatory student union fee from \$20 to \$60 per student for the renovation project
- * Successfully led the effort to transfer 345 acres from the Texas Department of Criminal Justice to Sam Houston State University for a recreational and retreat site
- * Successfully led the effort to have a new 18-hole golf course constructed on university land
- * Successfully coordinated the first long term soft drink contract for the university and the Departments of Intercollegiate Athletics and Recreational Sports
- * Successfully handled many mental health crises along with drug and alcohol issues without any successful suicides or lawsuits
- * Successfully brought to conclusion major facility improvements such as replacing the university’s coliseum roof, new athletic field lights, etc...
- * Successfully coordinated major university events such as commencement, Presidential investiture programs, concerts, etc...

Non-Sam Houston State Higher Education Accomplishments

- * Have generated over \$8 million in soft million in Higher Education
- * Have coordinated new facility construction or renovation at every career stop
- * Have coordinated or been a member of the management team which has developed many new sport or student use facilities valued over \$60 million
- * Have built programs or organizations at six different businesses both academic and non-academic
- * Have served in many voluntary leadership positions with community/civic organizations, professional organizations, and church
- * Re-organized a 30-year old six-week university summer sports camp that was losing \$25,000 per year into a \$60,000 net profit per year within a two-year period of time