
HEATHER THIELEMANN, Ed.D.

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SUMMARY OF QUALIFICATIONS

- Over 18 years of experience higher education. Currently direct division of university – over 150 employees.
- Significant planning, organizing, and administration skills.
- Customer service oriented.
- Knowledge of Texas Higher Education Coordinating Board (THECB) policies governing higher education
- Demonstrates visionary leadership and managerial abilities in current and previous positions and understanding and commitment to the mission of higher education
- Excellent oral and written communication skills to support effective interaction with the executive administration, including Vice Presidents, the President, faculty, staff, legislators, and Board members.

EDUCATION

Sam Houston State University, Huntsville, Texas

August 2004. Doctorate of Education, Educational Leadership.

Dissertation title: “The Effectiveness of Enrollment Management Programs in Universities and Community Colleges.”

Baylor University, Waco, Texas

December 1995. Master of Science Degree in Sports Management.

Baylor University, Waco, Texas

May 1992. Bachelor of Business Administration in Marketing.

PROFESSIONAL EXPERIENCE

- Co-Executive Sponsor for Banner ERP Implementation at SHSU (2009-2012)
- Co-Chair for Strategic Enrollment Management Committee (current)
- Designed and coordinated new departments for new division in 2004; re-organization 2012 and 2013
- Completed the Governor’s Executive Development Program - 2011
- Taught SHSU Doctorate course: Organization, Governance, and Administration in Higher Education – Fall 2005
- Supervise and manage over 150 staff members
- Implemented best practice strategies for new division
- Proposed and was approved to offer Transfer Scholarships - \$2 million
- Proposed and was approved to offer HS Relations Scholarships - \$500,000
- Drafted Strategic Enrollment Management Plan and Uniform Recruitment and Retention report for submission to the THECB – each year
- Participated in the TACRAO Legislative Issues Committee (2002 – 2006) and testified in 78th Legislative session on the Common Course Numbering System.
- Directed the Texas Success Initiative Program – Blinn College

EMPLOYMENT HISTORY

- **Sam Houston State University, Huntsville, Texas**
Re-organized reporting structure in 2013: Vice President for Enrollment Management. Responsible for overseeing the offices of admissions, financial aid, registrar’s office, legislative relations, institutional research, administrative program review, visitor center, career services, new student orientation, Veteran’s Resource center, Program Marketing for the University, Mobile GO Center, On-Campus Recruitment/ Summer Camps/ Jr. Bearkats, and retention. New department: Graduate Admissions, Marketing, and Recruitment; Digital Marketing.
- **Sam Houston State University, Huntsville, Texas**
Re-organized reporting structure in 2012: Vice President for Enrollment Management. Responsible for overseeing the offices of admissions, financial aid, registrar’s office, legislative research/support, institutional research, administrative program review, visitor center, career services, new student orientation, Veteran’s Resource center, Program Marketing for the University, Mobile GO Center, On-Campus Recruitment/ Summer Camps/ Jr. Bearkats, and retention. New departments: institutional research, legislative research/support
- **Sam Houston State University, Huntsville, Texas**

September 2004 – Current. Vice President for Enrollment Management. Responsible for overseeing the offices of admissions, financial aid, registrar's office, visitor center, career services, residence life, new student orientation, Veteran's Resource center, Program Marketing for the University, Mobile GO Center, summer camps, and retention.

- **Sam Houston State University**, Huntsville, Texas

September 2005 – December 2005. Faculty member for Education Leadership Doctorate program. Taught Organization, Governance and Administration in Higher Education.

- **BLINN COLLEGE**, Brenham, Texas

June 2004 – August 2004. *Dean of Enrollment Management*. Responsible for overseeing the institutional/ system-wide enrollment management program, to include all recruiting and retention efforts of Blinn College, while continuing to supervise the Recruitment department, Enrollment Services department on the Brenham and Bryan campuses, the TSI program, to include special projects for the President.

- **BLINN COLLEGE**, Brenham, Texas

September 2003 – May 2004. *Director of Enrollment Management*. Responsible for overseeing the institutional/ system-wide enrollment management program, to include all recruiting and retention efforts of Blinn College, while continuing to supervise the Recruitment department, Enrollment Services department, and the TSI program.

- **BLINN COLLEGE**, Brenham, Texas

April 2001 – August 2003. *Director of Enrollment Services*. Responsible for overseeing the Enrollment Services department, which provides assistance to students in the following: admissions, financial aid, housing and meal plans, advising appointments, student ID cards, parking permits, and cashiering. Continued to supervise the Recruitment department and TSI program.

- **BLINN COLLEGE**, Brenham, Texas

August 1997 through August 2003. *Assistant to the Vice President of Student Services and the TASP/TSI Liaison Officer*. Responsible for providing assistance to the Vice President of Student Services in planning, programming, budgeting, and other administrative functions. Also served as the TASP/TSI Liaison to the state of Texas for Blinn College, managed the TASP program by maintaining all TASP records, insured proper enrollment for students, and assisted the Admissions Office for TASP related functions, while Continuing to supervise the Recruiting Office.

- **BLINN COLLEGE**, Brenham, Texas

August 1996 – August 1997. *Coordinator of Recruitment and Admissions*.

Responsible for all recruiting program activities for Blinn College, to include travel, prospective student contacts, correspondence with students and parents, campus tours, telephone communications, and budgeting.

- **BAYLOR UNIVERSITY**, Waco, Texas

May 1995 through December 1995. *Intern in Athletic Department Business Office*. Responsible for writing and coordinating Visiting Team Guide, assisting ticket office on Paciolan software, attending the Big 12 Athletic Conference Task Force meetings, and performing event management duties for football and basketball.

- **BAYLOR UNIVERSITY**, Waco, Texas

January 1994 to April 1995. *Administrative Compliance Assistant*. Responsible for assisting all administrative activities dealing with NCAA, SWC, and Baylor University bylaws and legislation, including the preparation of squad lists, coordination of Compliance Manual, summer employment program, revision of student-athlete handbook, recording practice/playing season limitations, assistance in processing secondary violations, as well as forms, memos and reports required by the governing bodies.

- **BAYLOR UNIVERSITY**, Waco, Texas

June 1994 to June 1995. *Restricted Earning Track Coach*. Responsibilities included coaching and assisting middle distant runners in the physical, mental, social and spiritual aspects of being a college athlete, as well as assisting in the coordination of collegiate track meets.

- **VAN DYKE/RANKIN INSURANCE**, Brenham, Texas

January 1993 to January 1994. *Marketing Coordinator*.

Coordinator for all new sales in personal and commercial lines.

- **WESTCOTT COMMUNICATIONS**, Dallas, Texas

August 1993 to December 1993. *Travel Agent*.

Prepared commercial travel information for clients as well as employees.

LICENSES & CERTIFICATIONS

- Secondary Teacher Certification in Texas (Business)
- Eligible to teach Business courses at the community college-level in Texas
- Christian Coach Institute certification completion, December 2014
- Campus Security Authority for Clery Act/Title IX

PROFESSIONAL & OTHER AFFILIATIONS

- TACRAO (Texas Association of Collegiate Registrars and Admissions Officers)
- SACRAO (Southern Association of Collegiate Registrars and Admissions Officers)
- AACRAO (American Association of Collegiate Registrars and Admissions Officers)
- TACAC (Texas Association for College Admission Counseling)
- Vice President of Heritage Society of Washington County – 11 years
- Long-range planning committee member and Sunday School teacher for First Baptist Church-Brenham
- HOST program volunteer, Alton Elementary School, Brenham, Texas.
- Brenham Maifest Association President – current
- Brenham Braves – treasurer (2009-2012)
- Kappa Kappa Gamma Sorority alumni member

CONSULTING SERVICES

- February 2008, Houston Community College, Enrollment Management and Enrollment Services
- March 2004. Gulf Coast Community College, Panama City, Florida; Enrollment Services
- January 2004. Cedar Valley College, Lancaster, Texas; Enrollment Management and Enrollment Services

PRESENTATIONS

- “The Main Thing – Leadership Development” – Enrollment Management Division, Sept/Oct 2014
- “Brenham GameChangers” – Texas Nexus Superintendent Conference – San Antonio, TX, June 2014
- _____ President Circle, April 2014
- “Brenham GameChangers” – National Nexus Superintendent Conference – _____, CA, April 2014
- “Sam Houston State University – Transfer Student Success” – Texas Higher Education Education Leaders Consortium – presented with Diane McCormick; February 2014
- “Brenham GameChangers” – Texas Nexus Superintendent Conference – College Station, TX, Nov 2013
- “Brenham GameChangers” – Ministerial Luncheon and other Faith-Based Groups – 2013
- “Brenham GameChangers” – Brenham ISD School Board – 2013
- Sam Houston Update, Huntsville Rotary, November 2013
- “Hats Off to Women” – Professional Development Conference – SHSU - 2011
- “SHSU Update” – Huntsville Rotary Group - 2011
- “Minding the Millennials: Who Are Today’s College Students” Presentation – Texas State University System Board Meeting, 2009 at Texas State with Joann Smith.
- “Living on Campus at SHSU” presentation - Huntville Rotary Group – Spring 2007
- “Overview of SHSU” - Brenham Rotary – Fall 2007
- Enrollment Management – SHSU Overview” - Nelnet Advisory group – July 2006
- “Minding the Millennials: Who Are Today’s College Students?” Presentation – Sam Houston State University Campus – August 2005
- Recruitment and Retention Efforts – TSUS Diversity Enhancement Committee and Board – July 2005
- “TSI Concerns on the Electronic Transcripts,” – TACRAO Summer Meeting – July 2004
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- “The Effectiveness of Enrollment Management Programs in Universities and Community Colleges,” Dissertation Defense – May 2004
- Texas Success Initiative Concerns on the Electronic Transcript – TACRAO Speede Conference – May 2004
- Enrollment Management, Blinn College Board of Trustees – March 2004
- “A Perfect Fit: Pulling It All Together – Enrollment Services,” SACRAO – February 2004
- Texas Success Initiative – Blinn College Faculty Meeting – January 2004
- Enrollment Services – Blinn College Board of Trustees – December 2003
- “A Perfect Fit: Pulling It All Together – Enrollment Services,” CCBO – November 2003
- “Enrollment Management – Community College,” TACRAO – November 2003
- Texas Success Initiative – Blinn College Faculty Meeting – August 2003
- Recruitment Office Overview – Blinn College Board of Trustees - July 2003
- “A Perfect Fit: Pulling It All Together – Enrollment Services,” TACCBO – June 2003
- Marketing Initiative and Enrollment Services – Blinn College Faculty Meeting – Fall 2002

HONORS AND AWARDS

- Legends Award – Baylor University track award for 1st All-American women in track (2011)
- National Exemplary Practice Award – Community College Business Officers – Blinn College – (2003-2004)
- Awarded a 4-year track scholarship to attend Baylor University (1987-1992)
- College All-American in Track and Field - 3200m relay for 1991 indoor season (1st All-American women at Baylor for Track and Field)
- Women's Southwest Conference Champion - 800m run for 1991 outdoor season

COMMITTEES

Sam Houston Committees:

- Co-Chair Provost/Academic VP Search Committee
- Co-Chair Banner Steering Committee
- Chair Strategic Enrollment Management Committee
- Head FB Coach hiring committee
- President's Cabinet
- Catalog Committee
- IR Director Committee
- Internal Auditor Committee
- Building Committees – Visitor Center, Residence Hall III, Residence Hall IV, Woodlands Campus Building
- Represent the Texas State University System on the Efficiency Committee of the Council of Public University Presidents and Chancellors – Financial Aid and Enrollment Management (10 years)
- Student Complaint Committee – SACS
- Emergency Planning Committee
- Room Utilization Committee
- NCAA Access and Equity Audit Committee
- Master Plan Committee
- SACS Accreditation Leadership Team

Other Committees:

- YoungLife Advisor for SHSU Student Organization (current)
- Community College Doctorate Advisory Council – Sam Houston State University (on-going)
- Legislative Issues Committee – TACRAO
- Enrollment Management Committee – TACRAO
- Uniform GPA Committee – Texas Higher Education Coordinating Board
- Financial Aid Feasibility Study Committee – Texas Higher Education Coordinating Board
- VP for Records and Registration for TACRAO – beginning December 2006 – 3 year term
- Texas Success Initiative THECB Study Committee

Community/Personal:

- Member of 1st Baptist Church in Brenham, Texas; member of Personnel Committee (current)
- Organized and planned with Faith Mission Thanksgiving meal delivery for homebound in Brenham, Texas (2012-current)
- President of Brenham Maifest Association (2011-current); implemented “Kids Helping Kids” program in 2013
- Co-founder and Director of GameChangers in Brenham, Texas (2013 – current)
- Lois Kolkhorst, Senate Election Steering Committee, Oct/Nov 2014
- Texas Baptist General Convention Committee member nominee, 2015
- Married to Arlen Thielemann, with children Shea (25), Dillon (17), Addie (14)
- Live in Brenham, Texas