

Effective and transformative department director with a proven record in organizational change and leadership. A dedicated and instrumental leader, passionate about inclusion and student success. Proven record of boosting academic performance and career placement for students. Creative problem-solver and mentor for students and staff.

Education

Doctorate of Education in Higher Education Administration

Northeastern University, Boston, MA, 2015

Master of Science in Business Administration

Warrington College of Business at the University of Florida
2004

Bachelor of Science in Advertising

College of Journalism and Communications at the University of Florida
2003

Selected Achievements

- Closed gap in job placement and internship rates for first generation and minority undergraduates within the College of Journalism and Communications
- Created original curriculum for a college specific, career development transition course that was later mandated for all College of Journalism and Communications undergraduates (MMC1009, Intro to Media and Communications)
- Secured funding of \$75,000 for a Wall Display commemorating Black History at the University of Florida as President of Black Faculty and Staff.
- Founded the *Knight Division Digest*, an e-newsletter on internship, scholarship, and leadership opportunities for students.
- Successfully awarding over \$500,000 in scholarships annually
- Significantly boosted job placements for students at the University of Florida College of Journalism and Communications for five consecutive years

Certifications

Diversity and Inclusion

Cornell University, 2019

Affiliations

- National Association of Student Personnel Administrators
- Association of Black Faculty and Staff
- National Association of Colleges and Employers
- National Career Development Association
- Global Career Development Facilitators

Career Experience

University of Florida, Gainesville, FL

2022 – Present

Assistant Dean of Student Experiences

Leads the University of Florida College of Journalism and Communications efforts on enhancing the student experience, career development and overall success. Supervises the Knight Division Staff, the Summer Media Institute Director, and the Director of the Office of Careers and Corporate Partnerships, while serving as the official liaison between the college's immersion experiences.

- Organizational lead for the NBCU Academy partnership and developer of the UF NBCU Academy
- Created and Chairs the Immersion Council
- Supports programming to enhance student personal and professional career development
- Increase immersion staffing to accommodate more students in hands on learning experiences.

University of Florida, Gainesville, FL

2022 – Present

Director of Knight Division

Oversees undergraduate recruitment and retention efforts at the University of Florida College of Journalism and Communications. Implements programming. Manages all undergraduate scholarships. Conducts data collection and analysis for student demographics, graduation rates, climate, and job placements. Organizes Fall /Spring CJC Student Involvement Days. Presents student workshops on professional and personal development.

- Established the CJC PATHS (Positioning All Transfers Highly for Success) program that boosted transfer student recruitment and retention rate.

- minority recruitment and retention leading to higher diversity rate than each university admissions class
- Founded television show for students, increasing career diversity exposure.
- Integrated new database for online jobs and internships.

University of Florida, Gainesville, Florida
Adjunct Professor

2014, 2018, 2020

Instructed undergraduate students in MMC1009 and Introduction to Media and Communications. Designed curriculum for first-semester transfer students. Transitioned students through orientation programs and published resources.. Provided mentorship to students during office hours.

Designed college orientation and transition course that was adopted as standard curriculum, required for 4 majors.

University of Florida Career Resource Center, Gainesville, FL
Assistant Director for Career Development

2013 – 2014

Official liaison for Colleges of Engineering and Design, Construction, & Planning. Executed weekly career development counseling.

- Led employee consultations on diversity training.
- Pioneered and created custom career programs for underrepresented students.
- Authored Target Grant for Early Connections Program
- Led Gator Launch STEM mentoring program.

University of Florida School of Business, Gainesville, FL
Academic Advisor and Career Coach

2008 – 2013

Mentored undergraduates on academic performance and career tracks. Advised students on program and course selection. Counseled at-risk students and provided assistance for reaching goals. Edited department's e-newsletter for career information. Operated and organized student outreach activities.

- Presented at the 2012 NACADA National Conference, winning an award for the presentation.
- Increased amount of recruitment through newsletter and referrals to Career Resource Center.
- Achieved a 100% monitoring rate for undergraduate business students.
- Commencement coordinator and marshal
- Served on professional judgement Student Petition Committee

University of Florida, Gainesville, FL
Warrington Welcome Instructor

2009 – 2013

Coached students on career development skills. Coordinated guest speakers and student projects. Aided and mentored undergraduate peer leader.

Additional Experience

Student Financial Affairs Coordinator II, University of Florida, Gainesville, FL

Project Manager, 352 Media Group, Gainesville, FL

Processing Supervisor, Nationwide Regional Service Center, Gainesville, FL

Staff Resource Graduate Assistant, University of Florida Department of Housing, Gainesville, FL

Campus Leadership & Service

African American Studies Advisory Board, University of Florida
Member

2024 – Present

Association of Black Faculty and Staff, University of Florida

2009 – 2023

Katrice Graham McIntosh, EDD

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President, Committee Chair	
Member of UF's inaugural Reciprocal Mentorship Program. Oversees the publication of e-newsletter. Receives dues from members. Operates financial processes, business accounts, and fundraising. Represented black faculty and organizations as committee chair and provided resources and services.	
UF Implicit Bias Course Work Group, University of Florida Member	2021 – Present
Co-developer on curriculum for university's new three module training courses required for all faculty and staff.	
CJC Diversity, Inclusion, and Equity Committee, University of Florida Member	2019 – Present
Serve as a diversity resource and advisor for college initiatives geared towards creating an equitable work environment. Represent student and staff interests in college's inclusion initiatives.	
African American Storytelling Committee, University of Florida Committee Chair	2019 – 2022
Chaired the visual display sub-committee. Conducted research for historical display of UF's integration and Black legacy.	
UF Affinity Group Leaders Council, University of Florida Member	2018 – 2023
Reviewed and advised university on diversity and inclusion initiatives. Advocate for black students, staff, and organizations for policies and programs.	
CJC Student Diversity Task Force, University of Florida Advisor	2016 – Present
Mentored students on group initiatives and liaised with dean and administration on their behalf. Organized and collected data for event planning.	
Black Culture Living and Learning Community Housing Committee, University of Florida Committee Member	2016 – 2022
Coordinates outcomes and goals for students' cultural dorm. Facilitates programming collaboration with faculty and staff	
UF Presidential Town Hall Committee, University of Florida Committee Member	2017 – 2018
Planning committee for town hall addressing campus racial incidents Created Qualtrics survey for advance submission of questions by student and faculty population	
Black Student Affairs Task Force, University of Florida Member	2015 – 2018
Contribute to design of survey for students and conducted all statistical analysis of results Facilitate town hall discussions and focus groups Co-presenter of findings and recommendations at campus meetings, presidential town hall, and events	
Project Class & BluePrint, University of Florida Mentor	2013 – 2017
Review and interview potential mentees Facilitate professional and personal development workshops	
University Minority Mentor Program Board, University of Florida Member Mentor (2009-2018)	2013 – 2015
Advise and assist in mentor recruitment, training, and mentor/mentee event planning	

ASPIRE Committee, University of Florida
Committee Member

2011 – 2015

Serve as mentor and emotional support for Counseling and Wellness program geared towards Black and Latinx communities

Diversity, Inclusion, and Campus Climate Committee, University of Florida
Committee Member

2013

Create training workshops for Student Personnel and Higher Education graduate students
Research and propose opportunities for campus improvements in inclusion

Asian Pacific Islander American Student Advisory Board, University of Florida
Member

2013

Serve as a professional development advisor providing resources tailored for Asian Pacific Islander American Students

Conferences and Presentations

- **Race, Equity, and Diversity at UF**, Stronger Together Speaker Series, Gainesville, FL
- **Culture, & Career: The Balancing Act**, James E. Scott Black Student Leadership Conference, Gainesville, FL
- **Culture, Career, & Identity: Balancing the Facets of You**, UF Society of Asian Scientists & Engineers Annual Leadership Conference, Gainesville, FL
- **Dream Stealers and Builders: Addressing Tough Topics in Advising**, National Association of Academic Advisors National Conference, Nashville, Tennessee

Awards

- Inclusive Excellence and Diversity Staff Award **2018**
- Black Student Union's Black Faculty/Staff Member of the Year **2017**