**Professional Resume**

**L. SCOTT RINKER, Ph.D.**

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## SUMMARY OF QUALIFICATIONS

Experienced leader in university and community college student affairs to include strategic planning, program management and development, enrollment management, program assessment and evaluation, student success, support, retention services, student conduct processes, counseling and advising, policy and procedures development, and in supervision of staff and faculty. Demonstrated expertise as evidenced by increased retention of 2% while leading the proactive case-managed advising efforts, academic support board for medical sciences, implementation of Titanium and Maxient systems, developed and implemented an Alcohol and Other Drugs program and biennial review, and oversight of student activities funds, and student leadership programs. Progressive growth from front-line service to executive administration position and responsibilities.

## EDUCATION

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| **INSTITUTION** | **FIELDS OF STUDY** | **GRADUATION** | **DEGREE** |
| Texas A&M University | Counseling Psychology | 2009 | Ph.D. |
| University of Houston – Clear Lake | Clinical Psychology | 2004 | M.A. |
| Texas A&M University | Psychology | 2001 | B.S. |

Licensed Professional Counselor Supervisor, 62259

Expiration: 3/31/2019

1. **PROFESSIONAL HISTORY**
* ***Assistant Dean of Student Affairs – AUC School of Medical*** *September 2017-Present*

Campus Dean of Student Affairs provides resources for students from admission through graduation. Implemented a number of support and student success practices and program areas: medical sciences academic support board, recreational sports, student government and leadership, student judicial council, hurricane preparedness, CARE team chair, new student orientation, white coat ceremony, member of the campus leadership team, and student life activities council, creating a student-centered environment.

**Major Accomplishments**

* *Developed Annual Functional Unit Assessments for areas under my supervision*
* *Assisted with student resettlement in the UK following hurricane Irma*
* *Implemented CAS standards and program evaluations for:*
	+ *Recreational Sports*
	+ *Counseling and Wellness*
	+ *CARE Team/Crisis Intervention Team*
	+ *Academic Support/Academic Advising*
	+ *Student Leadership*
	+ *Orientation Programs*
	+ *Conduct and Professionalism*
	+ *Residence and Student Life*
	+ *Campus Financial Aid*
* *Impacted customer service by streamlining service delivery*
* ***Director of Student Affairs, Houston Community College, Houston, TX,***

*March 2016 - September 2017(1+year)*

Houston Community College (HCC) serves over 70,000 students (37k Full-Time Equivalency), and consists of 23 campuses with a service area of 631.3 square miles. As a comprehensive community college, HCC provides students with an education that enables them to move with equal facility into productive and rewarding careers or increasingly advanced higher education programs. Served as the system-wide student affairs officer for the College by leading and managing disability support services, student conduct reporting and compliance, Title IX processes, and international student advising. I provide leadership to coordinate with other administrators to ensure consistent applications of policies and procedures across the College.

**Functions and Duties:**

* Provide overall leadership and oversight of the preparation, collaboration, advocacy, and administration of the College’s student services programs; to include:
	+ Campus accessibility, wellness programming and training of the college community (faculty, staff, and students).
* Collaborate with the Office of Institutional Equity, Office of the General Counsel, HCC-PD and other divisions to ensure student policies and procedures are in compliance with the Title IX (Clery Act), and other federal, state, and institutional laws.
* Act as a student advocate, communicate and collaborate with other departments and individual faculty/staff to resolve issues, implement programs and initiatives, and impact policy with the overriding goal of student success, framed on an understanding of student.
* Monitor, train, and report Behavioral Intervention and Threat Assessment Activities and processes; work collaboratively with others to provide continuous process improvement in student discipline reporting and tracking; provide Student Services oversight of Drug and Alcohol Prevention Programming, Clery Act, Title IX and VAWA reporting, and related student wellness requirements.

**Major Accomplishments**

* *Developed the Annual Functional Unit Assessment for SACS accreditation for the Ability Services Council*
* *Secured a system-wide budget for Disability Support Services*
* *Managed Maxient*
* *Created the first Drug and Alcohol Prevention Program and biennial review*
* *Chaired the training subcommittee on Title IX Taskforce*
* *Chaired the Drug and Alcohol Prevention Program*
* ***Director of Student Development and System Support, Houston Community College, Houston, TX,*** *March 2014 – March 2016 (2 years)*

**Functions and Duties:**

* Provide system-wide leadership, coordination, monitoring, evaluation, reporting, and oversight of all first-year experience initiatives (i.e. orientation, pre-enrollment sessions, case management advising, etc.) and advising services.
* Directed student life activities: student activities and recreational sports.
* Provided system-wide oversight and direction to counseling services, and ADA compliance.
* Developed board reports for Vice Chancellor of Students.
* Oversee student communication services to include phone, email, chat, web, etc. Provide leadership and serve as the system liaison for counseling, disability services, and career services.
* Lead the department in developing strategic goals and objectives that support college and division strategic plans.
* Involve the colleges in goal setting and work through the various councils to implement strategies to reach system-wide goals.

**Major Accomplishments**

* *Implemented case-managed advising, increasing enrollment by 2%*
* *Implemented and modified PeopleSoft system to assign caseload by program.*
* *Implemented changes to the the Early Alert system.*
* *Developed a spending plan and fiscal analysis of the student activities fees budgets*
* *Implemented Titanium and an Academic Recovery Program (SLIP – Successful Learning Intervention Plan)*
* *Developed Drug and Alcohol Prevention protocols, and Critical Incident Response policy and protocol.*
* ***Interim Associate Dean of Student Development, Houston Community College - NE, Houston, TX*** *July 2012– March 2014 (2 years)*

**Functions and Duties:**

* Assist the Dean of Student Development in the coordination of all facets of the college’s student development programs.
* Provide leadership in the planning, design, implementation and evaluation of a comprehensive Student Success Center at the Northeast College.
* Provide leadership and quality control measures in the areas supervised to insure the coordination and implementation of an effective and efficient Student Success Center.
* Build partnerships with Student Development, Academic Development, Workforce Development, and Community-based organizations in order to develop, organize, and implement strategies to promote student retention and educational success.
* Provide leadership in ensuring enforcement of all institutional policies and procedures in conjunction with local, state, and federal statutory requirements that govern departments and programs supervised.
* Supervise the management of administrative processes including budget preparation and oversight, payroll, personnel, and purchasing.
* Also monitor the operational budgets in the various departments assigned to this position to ensure efficient and effective fiscal management of College funds.
* Facilitate the planning of staff and program training activities to promote professional development and innovative educational learning opportunities.
* Utilize report system and other tools to evaluate and improve service in programs.
* ***Lead Counselor, Houston Community College - Northeast, Houston, TX***

*2012– 2013 (1 year)*

**Functions and Duties:**

* Provide leadership to a staff of counselors and support staff with budget authority.
* Build and sustain relationship with widely varying student population to increase student success and persistence with college.
* Investigate and implement the process of student interaction that shapes career choice, degree planning, transfer planning, limited personal counseling, instructional support, financial guidance.
* Build relationships with faculty to re-iterate student focus and lessen faculty frustrations.
* Encourage communication and community building between students, faculty, and staff.
* Increase student awareness of choices affecting life-long learning.
* Suspension & Probations coordinator and Early Alert coordinator for NE college.
* College Student Success Program counselor, facilitating the use of the Learning and Study Skills Inventory for interventions in the program.
* ***Clinical Director - Midtown Psychotherapy Associates, PLLC, Houston, TX,***

2008 – 2013 *(5 years)*

**Functions and Duties:**

* Evaluate client interventions and counselor workloads. Supervise 5 psychotherapists in the applied use of psychological theory, case note preparation, case security, and HIPPA compliance.
* Managed the daily functions of the office. Estimate budget costs for all aspects of practice. Expand relationships with city agencies requiring therapy for clients or employees.
* Oversee marketing efforts and client satisfaction research.
* Evaluate client progress within the given treatment goals. Create and assess satisfaction customer service research for in-house clients.
* Lecture on a variety of clinical topics to local licensing associations to recruit and develop community relationships.
* ***Online Counselor & Adjunct Psychology Faculty, Houston Community College, Houston, TX*** *2008 – 2010 (2 years)*

**Functions and Duties:**

* Building an online relationship with widely varying student population to increase student success and persistence with college.
* Internet-only method of delivery of counseling sessions/interactions.
* Investigate and implement the process of student interaction that shapes career choice, degree planning, transfer planning, limited personal counseling, instructional support, financial guidance.
* Build relationships with faculty to re-iterate student focus and lessen faculty frustrations. Encourage communication and community building between students, faculty, and staff.
* Teach Introductory Psychology course, focusing on the science of behavior and mental processes
* ***Graduate Practicum Instructor*** *– University of St. Thomas, Houston, TX -*Counseling
* ***Graduate Lecturer –*** *University of Houston – Clear Lake, Houston, TX -*Psychopathology
* ***Counselor –*** *New Mexico State University –Intern, Las Cruces, NM*
* ***Interview Counselor****, University of Texas – Health Science Center, Houston, TX*
* ***Academic Advisor****, College of Liberal Arts – Texas A&M University, College Station, TX*
* ***Employee Assistance Program Counselor****, Texas A&M University, College Station, TX*
* ***Educational Research & Evaluation Laboratory, Assistant****– Texas A&M University, College Station, TX*
* ***Adjunct Lecturer –*** *Lonestar College. Cy-Fair, TX* ***-*** Introduction to Psychology
* ***CSSP Lead Counselor*** *– District, Houston Community College, Houston, TX*
* ***Counseling Department Chair****, Houston Community College – NE, Houston, TX*

## COLLEGE/UNIVERSITY SERVICE

## Deans and Directors Council

## Web Governance Council

## Institutional Effectiveness - Assessment workgroup

## Title IX review standing committee

## Tile IX - Pregnancy taskforce

## RFP committees

## Drug and Alcohol Prevention Program – Committee Lead

## SACS 4.5 Grievances Committee

## Student Data Policy committee

## Student Portal Subcommittee

## ATD – Achieving the Dream Committee Member

## Counseling council

## Maxient System Admin, managing conduct, grievances, BITAT, academic integrity

## Training Academy workgroup - CAS Standards Self-Assessment Guides

## Capital Improvement Committee - Technology

## REPRESENTATIVE PROFESSIONAL ACTIVITIES & CERTIFICATIONS

* National Behavioral Intervention Team Association (NaBITA)
* Association for Student Conduct Administration (ASCA)
* Association on Higher Education and Disability (AHEAD)
* Student Affairs Administrators in Higher Education (NASPA)

## American Counseling Association

## FEMA-National Incident Management System

## NASPA - Higher Education Law and Policy

## Project Management

## SIVRA 35 for BIT/CARE teams

## PROFESSIONAL HONORS, FELLOWSHIPS, LISTINGS, & AWARDS

## Chancellor’s Service Award (2013) – Houston Community College

## Kappa Delta Pi – International Honor Society in Education

## Psi Chi – National Psychology Honor Society

## RESEARCH AND PRESENTATIONS

Rinker L. (2010). Narcissism and type of violent relationships for perpetrators of intimate partner violence. Dissertation Abstracts International, 70, 5802.

Does Restricted Range Really ALWAYS Attenuate Correlation? : No.

Presentation. Southwestern Educational Research Association Annual Conference, New Orleans.

The Psychological Causes and Affects of Teasing. Symposium topic presentation. Texas Psychological Association Annual Conference, San Antonio

Creativity and Mental Health: The relationship of creative potential to self-report of mental health.

Poster presentation. Southwest Psychological Association Annual Conference, New Orleans, LA.

## COMPUTER EXPERIENCE

* IBM-PCs, Mac and related software including Excel, Microsoft Word, Power Point; Web Page Design, Adobe Photoshop 6.0, Experience with in-house mainframe databases PeopleSoft,; Statistical Package for Social Sciences (SPSS); Black Board; and Tableau Data Visualization software, Maxient, Titanium, Who’s Next

## BOARDS AND PUBLIC SERVICE

## *Houston Licensed Professional Counselors Association;* President May 2012-2013

* ***Adult Protective Services - Region VI (APS-VI);*** *Board Member* April 2011 – February 2012

## PROFESSIONAL REFERENCES

|  |
| --- |
| Colin Michie, FRCPCH |
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