

Meredith Leigh Conrey

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EDUCATION

Texas A&M University, College Station, Texas

Master of Science, Educational Administration, May 2006

Emphasis: Student Affairs Administration in Higher Education (SAAHE)

Bachelor of Arts, Speech Communication, May 2004

Minor in Agricultural Development – Emphasis in Leadership Studies

PROFESSIONAL EXPERIENCE

Director of Leadership Initiatives

Sam Houston State University, Leadership Initiatives, Huntsville, TX

June 2015-Present

- Provide leadership, strategic planning, and direction for three program areas:
 - Leadership Programs
 - Develops and implements intentional learning opportunities related to leadership development and career readiness. Key programs: StrengthsQuest, Student Employee Leadership Institute, and leadership conferences/workshops
 - Service Initiatives
 - Facilitate educational service-learning opportunities to assist students in becoming active citizen leaders. Key programs: Bearkat Service Break, Arbor Days, volunteer fairs, community service projects and outreach
 - Student Organizations
 - Manages, supports, and develops over 12,000 students involved in over 250 registered student organizations. Key programs: Student Organization Leader Retreat, risk management training, advisor/student leader development, and the use of Engage software from CampusLabs
- Administer departmental staffing, assessment, training, marketing, and professional development
- Allocate and manage three budget areas totaling over \$348,000
- Directly supervise professional staff; Indirectly supervise student assistants
- Serve on university committees

Associate Director of Leadership Initiatives (promoted from Program Coordinator, December 2013)

Sam Houston State University, Leadership Initiatives, Huntsville, TX

June 2011-June 2015

- Coordinated and facilitated intentional learning opportunities related to leadership development and service-learning to assist students in becoming active citizen leaders
- Oversaw administrative tasks related to reports, programs, risk management, and website development
- Supported Director with department budget, administrative responsibilities, and strategic initiatives
- Responsible for total program development including marketing and assessment
- Allocated and manage a \$36,000 programming budget
- Presented on leadership development and service-learning for students, faculty, and staff regularly
- Recruited, hired, trained, and supervised two graduate assistants

Director, Collins Hall

Baylor University, Campus Living & Learning, Waco, Texas

August 2008-June 2011

- Coordinated living-learning development and initiatives for 603 female residents
- Supervised one full-time professional, one graduate student, and 19 undergraduate student employees
- Allocated and managed a \$2,000 annual hall budget and a \$22,000 federal work study budget
- Advised the Hall Leadership Team
- Served as a liaison and support system for faculty members who partner with student staff
- Created and maintained accurate reports for facility needs, budgets, and incidents
- Provided duty coverage, conflict mediation, behavioral and crisis intervention

Lecturer, Part-time

Baylor University, Department of Educational Administration, School of Education, Waco, Texas

January 2008- May 2011

- Developed course curriculum for 6 sections of LDS 3V01 – Introduction to Leadership course utilizing *Exploring Leadership, 2nd Edition* by Komives, Lucas, and McMahon, 1-2 credit hour course
- Prepared and delivered lectures, assessed student learning, utilized Blackboard and Banner
- Also lectured part-time January-May 2008 & 2009 through the Hankamer School of Business teaching LDS 1101, and August-December 2008 & 2009 through the College of Arts and Sciences for UNIV 1000, a first-year seminar course

Director, Alexander/Memorial Halls, Honors College Living-Learning Center/Residential College

Baylor University, Campus Living & Learning, Waco, Texas

July 2006-August 2008

- Coordinated living-learning development and initiatives for 343 co-ed residents
- Interviewed, hired, trained, supervised and evaluated 25 undergraduate student employees
- Served as a liaison between the Honors College and Campus Living & Learning by planning, coordinating, and working day-to-day with faculty and staff representing the four academic units of the Honors College
- Allocated and managed a \$1,750 annual hall budget and a \$43,000 federal work study budget

Graduate Hall Director, McInnis Hall

Texas A&M University, Department of Residence Life, College Station, Texas

August 2004-May 2006

- Coordinated living-learning development and initiatives for 135 male students
- Hired, trained, supervised and evaluated 4 undergraduate student employees
- Conducted disciplinary hearings and administered sanctions fostering student development and learning
- Advised the Hall Council and implemented pre-event risk management for hall programs
- Assisted in creating a departmental programming model utilizing research and assessment methods

ACUHO-I Intern

Salem State College, Department of Residence Life, Salem, Massachusetts

May 2005-July 2005

- Co-supervised 15 student Summer Conference Assistants, conference operations, and programming
- Designed roommate/apartment-mate agreements, informational booklets, and a programming guide
- Developed workshop materials for Alcohol Education Workshops
- Assisted in the development of a Residence Hall Association Executive Board retreat

SELECTED PROFESSIONAL SERVICE**NASPA – Student Affairs Administrators in Higher Education**

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| ▪ Region III Board Member, Nominations & Awards Co-Chair Elect | 2017-Present |
| ▪ NASPA Undergraduate Fellow Program (NUFP) Mentor | 2017-Present |
| ▪ Center for Women, Candid Conversations 365 Mentor | 2016-Present |
| ▪ 2017 Region III Summer Symposium Co-Chair | 2016-2017 |
| ▪ 2014-2016 Region III Summer Symposium Budget Chair | 2013-2016 |

Sam Houston State University

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| ▪ AASCU's Re-Imagining the First Year, Core Team | 2015-Present |
| ▪ Student Employee Leadership Institute Committee Chair | 2012-Present |
| ▪ Bearkats Read to Succeed Events Committee | 2011-Present |
| ▪ Staff Excellence Award Committee | 2015-2017 |
| ▪ The National Society of Leadership & Success, Advisor | 2015-2016 |
| ▪ Alternative Spring Break Staff Participant, Lake Charles, LA | 2012 |

Baylor University

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| ▪ Alcohol Awareness Advisory Board/Work Team-Facilitator | 2006-2011 |
| ▪ CL&L Core Values & Learning Outcomes Team | 2009-2009 |
| ▪ CL&L Training and Development Team | 2006-2008 |

SELECTED PRESENTATIONS

Conrey, M. *Discover Your Strengths (StrengthsQuest)*.

Sam Houston State University, 2011-Present

Conrey, M. *Understanding the Generations on Campus*.

Alumni Professionals of Texas Conference, 2017

Sam Houston State University, Staff Council: Staff Development Conference, 2014

Conrey, M. *Careers in Student Affairs*.

University of Arizona, National Collegiate Leadership Conference, 2013, 2014, 2015

Sam Houston State University, Careers in Student Affairs Month, 2013, 2014

Conrey, M. *Reflection*.

Sam Houston State University, Bearkat Learning Community, 2015

Sam Houston State University, Student Employee Leadership Institute, 2013, 2014, 2015

University of Arizona, National Collegiate Leadership Conference, 2014

Conrey, M. *Service-Learning*.

Sam Houston State University, Recreational Sports Student Staff Training, 2014, 2015

Sam Houston State University, UNIV 1301 Instructor Development, 2012

Conrey, M. *Values-Based Leadership*.

Sam Houston State University, Student Leadership Retreat, 2015

University of Arizona, National Collegiate Leadership Conference, 2015

Sam Houston State University, Residence Life RA Training, 2014

Sam Houston State University, Greek Fraternities, 2014

Conrey, M. *Relational Leadership*.

Sam Houston State University, Joan Prouty SHAYEC Conference, 2014

Sam Houston State University, Recreational Sports Student Staff Training, 2014

Conrey, M. *7 Habits of Highly Effective College Students*.

Sam Houston State University, Center for Leadership & Service, 2012, 2013

Conrey, M. *Setting Yourself Up for Administrative Success*.

Baylor University, Campus Living & Learning, 2010

Conrey, M., Hays, S., Gaona, C., and Joecks, C. *Are Your Student Leaders the Difference?*

Southwest Association of College and University Housing Officers, Regional Conference, 2008

PROFESSIONAL AFFILIATIONS & CERTIFICATIONS

National Association of Student Personnel Administrators (NASPA), 2006-Present

Texas Association of College & University Student Personnel Administrators, 2013-Present

National Clearinghouse for Leadership Programs (NCLP), 2012-Present

Southwest Association of College and University Housing Officers (SWACUHO), 2005-2011

7 Habits of Highly Effective College Students Certified Facilitator, 2011

StrengthsQuest Educator, 2010

QPR Suicide Prevention Certified, 2006

SELECTED HONORS & AWARDS

Excellence in Service to Students Award, The National Society of Leadership & Success, 2016

Outstanding Staff/Faculty Leader Award, National Collegiate Leadership Conference, 2015

Exceptional Work with Students Award, Sam Houston State University Division of Student Services, 2012

The Honor Society of Phi Kappa Phi, 2006

Outstanding Advisor, Residence Hall Association, 2006

Kappa Delta Pi, International Honor Society in Education, 2005

National Residence Hall Honorary, 2005