

Resume

Keith E. Jenkins

1802 Avenue I, Suite 311
Sam Houston State University
Huntsville, Texas 77340
936-294-1871 (Office)
KJenkins@shsu.edu

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
-------------------------------------	-------------------	---------------

Associate Vice-President for Student Affairs

Responsibilities include supervision of the Lowman Student Center Director, the Mediation and Legal Services Director, and the Department of Recreational Sports. Coordinate all construction and facility development in the Division of Student Affairs (over \$150,000,000), represent the division on both on and off campus committees, led multiple student referendums to successful outcomes for Recreational Sports, the Student Health and Counseling Center, and the Lowman Student Center, and created new divisional programs such as the campus life development fund, student travel fund, and the new employee orientation awareness program. Administrative task included budgetary responsibilities (~\$8,000,000), personnel management, risk management, and other institutional directives. Serve as the Vice-President in his absence.

Director, Recreational Sports

Responsibilities included the development of a new campus Recreational Sports program. This included staff growth from 3 fulltime to 18, from 2 Graduate Assistants to 8, from 75 student workers to 350. Facility growth and develop include \$15,000,000 of new and renovated construction, coordinated the effort of development for a championship 18 hole public access golf course, the acquisition of ~400 acres, oversight of facilities totaling ~\$200,000,000 which includes the primary event facility on campus, the 6100 seat Johnson Coliseum, the campus recreation center, 6 sport fields, 8 lighted tennis courts, a 345 acre camp, outdoor volleyball courts, ¼ mile outdoor/indoor running tracks, and ~45 acres for a future sports complex. Other areas of oversight and development included 100% increase in student programming, improvement of student recreation facilities, and the development of assessment programs leading to achieving learning outcomes for the department. Administrative task included budgetary responsibilities (~\$4,000,000) personnel management, risk management, and other departmental directives.

Mass Care/Emergency Management Coordinator

Established and wrote the first formalized institutional emergency management/response plan for the university. Currently serve as the Mass Care Coordinator for all major emergency incidents and serve on the emergency management/response team. Served as the universities emergency management coordinator/mass care coordinator/ incident commander from ~2004-2010 when the first fulltime emergency response coordinator was employed. Certified in ICS 100, 200, 300, 700, certificate courses in prevention & responses to suicide bombing incidents, incident responses to terrorist bombings, etc... Testified before Texas legislative house committees on higher education responses to emergency situations and have made multiple presentations at conferences such as the Texas Homeland Security Conference, the Texas Higher Education Law Conference, and other similar conferences.

Associate Dean of Students

Responsibilities included the supervision of the Lowman Student Center, the Department of Recreational Sports, and the Assistant Dean of Students. Additional areas of responsibility included, Student Judicial Affairs, New and Transfer Student Orientation, Crisis Team Coordinator, and serving as the Dean in his absence. Served on numerous on and off campus committees.

Assistant Dean of Student Life

Responsibilities included the supervision of the Department of Recreational Sports along with Student Judicial Affairs task and served as a member of the University's Crisis Response Team. Certified Texas Mediator. Served on numerous on and off campus committees.

Northwestern University

Evanston, Illinois

1984- 1989

Assistant Athletic Director/Associate Director of Recreational Sports

Responsibilities included coordinating Intercollegiate team travel, NCAA and Title IX compliance, Intramurals, Club Sports, Facility Construction/Renovation (\$50,000,000) and Management, Fund Raising (\$10,000,000), Personnel Management, Coordinated Training Seminars, Coordinated Summer Camps, and Coordinated large scale Special Events. Served on countless on and off campus committees.

Other Employment Experiences

1976- 1984

*Director of Athletics and Recreation
City Manager*

Kendall College, Evanston, Illinois
Whitesboro, Texas

Director of Parks & Recreation

Whitesboro, Texas

*Resident Hall Director –Residence Life
Manager/Developer- New Retail Stores*

University of North Texas, Denton, Texas
Tuesday Morning Inc. Plano, Texas

Manager Peach Processing Plant

Fredericksburg, 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

- * First Year Experience Committee
- * Housing Appeals Committee
- * Closing the Gap Initiative

- * 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
- * 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, ACPA, TACUSPA, NIRSA, ACUI

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

- * Coordinated or coordinating the effort to construct a new (\$65,000,000) 700 bed Residence Hall, a \$55,000,000 addition and renovation of the Student Center, a new (\$50,000,000) 500 Bed Residence Hall, a \$12,000,000 renovation to the Coliseum, an \$8,000,000 outdoor sports complex and improvements, and a \$3,000,000 upgrade to SHSU's university camp. Also serve on the construction planning team for a new \$17,000,000 dining facility, 2 – 500 spot parking garages (\$10,000,000 each), and several smaller university projects. Less expensive facility improvements are ongoing
- * Successfully coordinated the construction of the new \$17,000,000 Student Health and Counseling Center
- * Successfully coordinated a student referendum to increase the Student Health Center Fee
- * Coordinated, developed, and wrote the university's first critical emergency response plan
- * Coordinated the \$7 million addition to the campus recreation center
- * Coordinating the \$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 \$12 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 coordinated 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 championship 18-hole golf course constructed on university land
- * Was co-chair of the first ever faculty-staff annual fundraising campaign

- * Was named SHSU's first ever Staff Council President
- * Successfully coordinated the first long term exclusive soft drink contract for the university which included the Departments of Intercollegiate Athletics and Recreational Sports
- * Have successfully handled many mental health crises along with drug and alcohol issues without any successful suicides or lawsuits
- * Have successfully brought to conclusion major facility improvements such as replacing the university's coliseum roof, new athletic field lights, etc...
- * Have successfully coordinated major university events such as commencement, Presidential investiture programs, concerts, etc...

Non-Sam Houston State Accomplishments

- * Have generated over \$10 million in soft money
- * 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 \$100 million
- * 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 while at Northwestern University
- * Have had the opportunity to build programs and organizations at six different stops in my career both academic and non-academic
- * Have served in numerous leadership roles with voluntary positions with community/civic organizations, professional organizations, and church. (List will be provided upon request)
- * Youngest Parks and Recreation Director in the State of Texas
- * Established a prototype retail store for a national chain out of Las Colinas, Texas
- * Managed a peach processing plant producing \$5,000,000 annual gross earnings at age 17.