

Dana L. Bozeman, M.A.

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EDUCATION

M.A. Organizational Leadership, Higher Ed Administration, Training & Development

Lewis University, Romeoville, IL (May 2007)

B.A. Human Resource Management and Psychology

Lewis University, Romeoville, IL (December 2004)

PROFESSIONAL ASSOCIATIONS

National Association of Student Affairs Professionals (NASPA), 2006-Present

-Region IV-E AGAPSS Knowledge Community Co-Representative (2015-2017)

-AGAPSS National Pre-Conference Co-Chair (2015-2017)

Association of Campus Activities Administrators (ACAA), Vice-President, 2011-2012

WORK EXPERIENCE

Program Director, Graduate, Professional, & Adult Student Life
Loyola University Chicago | Chicago, IL | July 2011-Present

Responsibilities:

- Supervise the daily facility operations of the Terry Student Center, including the information desk, study, programming and tabling spaces.
- Engage partners from academic and student development offices in transformative and innovative collaboration.
- Responsible management of the three major programming and payroll budgets totaling more than \$250,000.
- Current or former member of the Assessment, Programming, IT, Safety Net Coalition, Common Leadership Training Committees, Weekend of Excellence, and GPA Student Life Advisory Group.

- Recruit, train, supervise, and professionally develop 1 professional staff member and 8-12 undergraduate and graduate student staff members.

Accomplishments:

- Developed and implemented the interdisciplinary Graduate, Professional, and Adult (GPA) Student Resource Orientation in 2013 which is an optional welcome and introduction. Currently developing an online version of the resource orientation for students that cannot attend the on campus orientation.
- Created the structure for, developed, and supported the Graduate, Professional, and Adult Council that acts as governing and advocacy body after 3 years of development.
- Sr. Title IX Investigator and Hearing Board Officer for undergraduate and graduate student conduct cases. Provided Title IX training during Teaching and Graduate Assistant Orientation.
- Developed a new support and social structure for Graduate Students.
- Created welcome receptions and ongoing affinity spaces for GPA Students of Color and LGBTQIA Students.
- Elected member of Staff Council, Secretary (2014-2015), Vice-Chair (2015-2016)
- Appointed to the Presidential Search Committee as the sole Staff Representative (2015-2015).

Associate Dean of Student Services

DeVry University Chicago | Chicago, IL & Tinley Park, IL | January 2010-July 2011

Responsibilities:

- Directed the New Student Orientation which included resource and academic sessions to acclimate students to their new academic setting.
- Advised and revitalized the Student Government Association and supported the development of 10 new organizations as well as the reactivation of 5 other organizations.
- Acted as the Chief Judicial Officer in graduate and undergraduate conduct cases.
- Produced the Graduate Banquet and Award Ceremony each Trimester that celebrated the accomplishments of our graduate and undergraduate students.
- Supervised the 7 DeVry Student Activities Organization student staff.
- Planned events for a non-traditional student body to enhance the student experience at a proprietary school.

Accomplishments:

- Created the Chicago Metro Leadership Program for the DeVry Metro Area which was a program for student to learn about their personal leadership style and explore leadership theories.
- Promoted from Assistant Dean of Students at Chicago Campus to Assoc. Dean at Tinley Park Campus.

Campus Activities Coordinator

The University Chicago | Chicago, IL | November 2006-December 2009

Responsibilities:

- Designed and implemented creative and diverse student activities.
- Advised approximately ninety recognized student organizations including the academic interest organizations, arts organizations, MUNUC (Model United Nations Conference, University of Chicago), and COUP (the Council on University Programming).
- Supervised 4 student workers that provided assistance with campus marketing and 3 programming interns that created graphic and web design marketing materials.
- Co-supervised 3 Graduate Assistants that supported the Gilbert F. White Leadership program.
- Served as liaison to the College Programming Office for New Student and Senior Week programming.
- Planned and executed Orientation Week Activities including the annual welcome party and resource fair.
- Managed two programming and orientation budgets totaling \$110,000 in addition to advising student organizations with budgets totaling more than 1.3 million dollars.

Accomplishment:

Co- created and facilitated the launch of the Gilbert F. White Leadership Program

Graduate Assistant, Student Leadership and Development

Lewis University | Romeoville, IL | January 2010-July 2011

Responsibilities:

- Assisted in the day to day management of student programming.
- Creative planning, implementation, collaboration and evaluation of events.
- Assisted in the coordination of Student Leadership Conferences.
- Oversaw more than 30 student organizations.
- Coordinated the use of campus facilities.

AWARDS

Division of Student Development Commitment to Diversity and Inclusion Award,
Loyola University Chicago (2015-2016)

The Shining Star Innovative Leadership Award, DeVry University Chicago 2011

TEACHING EXPERIENCE

UNIV 101, Loyola University Chicago, Fall 2014, Sections 035, 038, and 077.

COMMITTEES

University of Chicago

Homecoming, Student Arts, ORCSA Human Resources, VP-DOS New Employee Orientation, MLK Planning, Orientation Administration, Orientation Planning, Student Staff Planning, GFW Leadership Planning and Development, Student Leadership Awards

DeVry University

Alumni Relations, Chicago Career Tech, Cultural Awareness Planning, Graduation, Co-Curricular Life Advisory Council

Loyola University Chicago

Presidential Search Committee, Assessment, Programming, Leadership, IT, Graduate Student Life, The Race Project, The MLK Celebration Planning Committee, The Law School Youth Summit, Safety Net Coalition

MASTER'S THESIS

Common Work Life Border Management Tools Used by Student Affairs Professionals, May 2007

WORKSHOPS AND PRESENTATIONS

- Workshop: Leadership Practices for Recognized Student Organizations. The University of Chicago. April, 2007
- Workshop: Work-Life Balance for Student Affairs Professionals. The University of Chicago, ORCSA. June 2007.
- Presentation: Common Work Life Border Management Tools Used by Student Affairs Professionals. Lewis University, Romeoville, IL, Graduate Student Conference. April 2008.
- Training: The Do's and Don'ts of Student Organization Advising. The University of Chicago, ORCSA. September 2008.
- Seminar: Event Planning for Leaders of Recognized Student Organizations. The University of Chicago, ORCSA. October 2008.
- Workshop: Group Dynamics, Setting Ground Rules. The University of Chicago, Gilbert F. White Leadership Program. January 2009.
- Training: Goal Setting. The University of Chicago, University Community Service Center (Community Service Leadership Training Corp). January 2009.
- Presentation: Group Dynamics, Team Building and Conflict Management. The University of Chicago, Gilbert F. White Leadership Program. February 2009.
- Presentation: Time and Stress Management, Working in Balance. The University of Chicago, Gilbert F. White Leadership Program. March 2009.
- Presentation: Group Dynamics, Team Building and Conflict Management. The University of Chicago, Gilbert F. White Leadership Program. November 2009.
- Facilitated the Organization of Black Students Transition and Team Building Retreat. The University of Chicago, January 2010.

- Keynote Speaker at the ACAA Leadership Exchange, Columbia College Chicago, November 2011.
- WTCL: Transformative Collaborations. ICPA Regional Conference, January 2013
- To Whom Much Is Given: Tools to Combat Imposter Syndrome, NASPA Region IV-E WISA Drive-In Conference, September 2015
- Title IX Issues for Graduate and Professional Students, NASPA AGAPSS Pre-Conference, March 2016.

SERVICE ORGANIZATIONS

Alpha Kappa Alpha Sorority, Inc., Secretary 2005-2006, Kappa Mu Omega Chapter.

Chicago Multicultural Coalition, Mentor, 2008-2009

Loyola University Chicago Empowering Sisterhood (LUCES) Mentor, 2015-2016