

Resume
Dr. Mary M. Williams

199 Annandale Circle
Orangeburg, SC 29118
Mary.m.williams00@gmail.com
(305) 778-1396

Claflin University
400 Magnolia Street
Orangeburg, SC 29115
(803) 535-5185

SUMMARY OF QUALIFICATIONS

ADMINISTRATIVE

Over 30 years of administrative experience in progressively responsible positions in higher education, including vice president, dean, department chair and director at technical, community and senior colleges (both public and private); skilled in strategic planning, program development, and fund raising

GRANT WRITING

Authored over 10 original grants proposals and numerous continuation grants; provided consultation in the writing of several funded projects. Generated over \$2,500,000 in grant funds which resulted in the creation of professional and para-professional positions.

TEACHING

Over 15 years of college teaching experience. Taught in departments of Sociology, Psychology, African-American Studies, Interdisciplinary Studies, and Business Administration.

CONSULTING

Consulted in the areas of conflict management, cultural diversity, minority student recruitment and retention, learning disabilities, service delivery to disadvantaged population, program development, and grant writing; trained TRIO personnel in the delivery of services to special populations; conducted faculty training on accommodating the needs of disabled students in post-secondary education; provided alcohol and drug awareness and training in responsible sexuality; provided student leadership training aimed at meeting the needs of a diverse student body; conducted seminars and workshops on intercultural awareness and race relations; and served as internal consultant to administrators, faculty, and staff.

RESEARCH

Areas of research includes adolescent development, education, poverty, race and gender inequality, and risk and protective factor for substance use among adolescents.

PUBLISHING

Co-authored chapters in two publications and journal articles on equality in educational opportunity, substance Abuse, and sport participation as a risk factor for drug abuse.

EDUCATION

- May 2000 **Ph.D.** Sociology. Primary Concentration in Race and Ethnic Relations, Secondary Concentration in Feminist Theory, University of Miami, Coral Gables, Florida. Dissertation Topic: “Substance Use Among African American Adolescents: An Integrative Theoretical Approach to the Analysis of Risk and Protective Factors.”
- 1984 - 1986 **Business Courses.** University of South Carolina and Midlands Technical College, Columbia, South Carolina
- August 1982 **Master of Education.** Rehabilitation Counseling, University of South Carolina, Columbia, South Carolina
- August 1979 **Bachelor of Arts.** Psychology, University of South Carolina, Columbia, SC

ADDITIONAL TRAINING

- June 1997 National Center for Educational Statistics (NCES). Training Seminar on the Use of Longitudinal Databases.
- August 1992 National Coalition Building Institute (NCBI) Leadership Training Institute: Prejudice Reduction and Conflict Resolution.
- 1983 - 2006 Extended workshops/seminars in grant writing, team building, prejudice reduction, conflict resolution, cross cultural counseling and leadership development.

PROFESSIONAL EXPERIENCE

- Jan ‘12 – Present **Director of Panther STEPS (QEP)/Associate Professor of Sociology**
Claflin University
- Responsible for the oversight and management of the Quality Enhancement Plan. Works collaboratively with faculty, staff and administrators to ensure the successful transition of first year students; arranges faculty development and mentor training activities; manages the budget, assesses overall effectiveness of the program; prepares annual progress report and write grants to secure external funding.
- Aug ‘08 – Mar ‘11 **Vice President for Student Affairs**
Florida Memorial University
- Responsible for the leadership, direction, supervision and evaluation of admissions and enrollment management, student activities, student government, residential life, counseling, student health, campus ministry, intramural sports and recreation, financial aid, judicial affairs, and TRIO and special programs and services; develop and implement policies; oversee student discipline and the enforcement of the student code of conduct; develop, implement, and evaluate strategic plan; manage division’s fiscal affairs; and write grants to secure external funding

Jul '05 – Aug'08

Dean of the School of Humanities and Social Sciences

Florida Memorial University

Provided oversight of the School of Humanities and Social Sciences consisting of five academic divisions and 28 bachelor's degree programs; provided leadership to a five department chairs and 46 full-time and over 20 adjunct professors; managed budget; administered strategic plan; recruited, hired and evaluated faculty; and Planned, implemented and evaluated faculty development activities. Taught courses within discipline

Jul '01 – Jun'05

Division Chair & Assistant Professor of Sociology

Florida Memorial College, Social Sciences Division

Oversaw an academic division consisting of seven academic disciplines and five bachelor's degree programs; provided leadership to a faculty of 16 full-time and ten adjuncts; provided academic and career advice to students; planned, implemented and evaluated faculty development activities; taught statistic, research methods, theory, social problems, and social movements; established and followed meaningful learning objectives; Planned and organized instruction in ways that maximize student learning; employed instructional technology; evaluated student performance; maintained records of student progress; and served on college, divisional and program committees

Sep '86 – Present

Private Consultant

Consult in the areas of conflict management, cultural diversity, minority student recruitment and retention, learning disabilities, Service delivery to disadvantaged population, program development, grant writing, community empowerment and workforce development

Aug '99 – '01

Assistant Professor of Sociology

Benedict College, Social Sciences Department

Taught sociology, race and ethnic relations, statistics, and research methods; planned and organized instruction in ways that maximize student learning; employed instructional technology; evaluated student performance; maintained records of student progress; provided academic advisement; and served on college, divisional and program committees

Aug '98 – July '99

Assistant Professor of Sociology

Florida Memorial College, Social Sciences Division

Taught social theory, race and cultural minority groups, statistics, research methods, social movements, social problems, and urban sociology.

Aug '97 – Oct. '98

Professor/Faculty Advisor

The Union Institute, Miami, Florida

Provided instruction and advisement to adult undergraduate learners in a non-traditional university setting. Taught statistics, research methods, marriage & family, sociology of education, ethnic identity development.

Jan '96 - 1998	Lecturer, Part-Time, Department of African-American Studies University of Miami, Miami, Florida
May '94 – Aug '97	Instructor, Part-Time, Department of Education and Psychology Miami-Dade Community College, Miami, Florida
Aug '94 – Oct '05	Instructor, Part-Time, Department of Continuing Education Miami-Dade Community College, Miami, Florida
Mar '91 - June '93	Director of Student Diversity Services Radford University, Radford Virginia Responsible for providing leadership and vision in the development of multicultural awareness and minority student affairs. Wrote and administered grants; supervised personnel, and managed budget.
Jan '89 - Mar '91	Counselor/Director of Transition and Alliance Programs J. Sargeant Reynolds Community College, Richmond, Virginia Provided admission, academic, career, and personal counseling to students with diverse backgrounds; taught freshmen seminar course; coordinated services for learning disabled students. As director of the Alliance Program (a success oriented program for Black males) wrote grant proposal, hired staff, managed budget, and implemented program.
Jul '87 - Jan '89	Counselor and Coordinator of Services for Disabled Students West Georgia College, Carrollton, Georgia Provided personal, academic, and career counseling to college-aged students and coordinated services for disabled Students
Feb '83 - Jul '87	Counselor for Special Services For Disadvantaged Students (TRIO) Midlands Technical College, Columbia, South Carolina Provided assessment and counseling services to disadvantaged and disabled students in a Department of Education funded TRIO program; assisted in the writing of grants for refunding
	FUNDED GRANTS Florida Department of Health, “HBCU Student Health Plan” \$48,000, 2010-2011 The Children’s Trust, “Cultural and Academic Enrichment Summer Camp,” <i>Innovative Summer Camp</i> , \$274,500, 2007-2009 The Children’s Trust, “Family Empowerment Conference,” \$24, 992.00, 2006 U.S. Elections Assistance Commission, “Help America Vote: College Poll Worker Program” \$50,000, 2004

U.S. Department of Education, "Student Support Services Program (original grant)," \$1.3 Million, 1993

State Council for Higher Education for Virginia, "Student Transition Program," \$225,000, 1989-1993

State Council for Higher Education for Virginia, "Alliance: A Black Male Retention Program," \$68,000, 1990

PUBLICATIONS

Dawkins, M.P., **Williams, M.M.** and Guilbault (Fall 2005) "Participation in School Sports: Risk or Protective Factor for Drug Use Among Black and White Students?" *Journal of Negro Education*

Williams, M.M. (2000). "Substance Use Among African American Adolescents: An Integrative Theoretical Approach to the Analysis of Risk and Protective Factors" (UMI no. 9972539)

Dawkins, M.P. and **M.M. Williams** (1997). "Substance Abuse in Rural African Americans Populations," in Robertson, E., Sloboda, Z., Boyd G., Beatty, L. and Kozel, R. (Eds) *Rural Substance Abuse: State of Knowledge and Issues*, Rockville, MD: National Institute on Drug Abuse (NIDA) Research Monograph 168.

Braddock, J.H. and **M.M. Williams** (1996). "Equality in Educational Opportunity and the Goals 2000: Educate America Act," in Borman, K., Cookson, P., Sadovnik, A. and Spade, J. (eds). *Implementing Educational Reform: Sociological Perspectives on Educational Policy*. Norwood, NJ: Ablex Publishing Corporation

SELECTED PRESENTATIONS

Presenter, "Advancing Cultural Understanding to Enhance Academic Achievement, Miami Dade County Public Schools, April 2010

Panelist, "*Community Empowerment – Identifying Educational Solutions*" Mt. Hermon A.M.E. Church, Miami, FL October 2009

Respondent, "Fostering International Partnership: Response to Minister of Foreign Affairs," The Margaret McDonald Policy Management and Administration Center, 4th Annual Conference, Nassau, Bahamas, June 2005.

Presenter, "Research and Writing in the Social Sciences," Florida Memorial University, June, 2004

Panelist, "Opportunities and Challenges Facing Black Males in the 21st," African American Research Library, Ft. Lauderdale, Florida, February 2003

Presenter, "Behind the Veil and Upon the Cross: An Analysis of Black Feminist Thoughts," 1996

Panelist, "School Desegregation" (session commemorating the 40th anniversary of the Brown v. Board of Education decision), Annual Meeting of the Association of Black Sociologists, Los Angeles, CA, 1994

PROFESSIONAL ORGANIZATIONS AND ACTIVITIES

Current Organizations

Member: American Sociological Association, American Evaluation Association, Southern Conference on Afro-American Studies, Inc., NASPA Student Affairs Administrators in Higher Education, Midwestern Political Science Association, the Society for the Study of Social Problems.

Present and past Committees/Other

Chair: Ad hoc Committee to Improve Race Relations, Ad Hoc Committee on Grading, Faculty/Staff Professional Development Committee, SC State Peer Group on Disabled Student Services at State Technical Colleges

Member: Steering Committee of the General Faculty Assembly; Professional Development Committee, Graduate Committee, SACS Self-Study Committee, Equal Opportunity/Affirmative Action Committee, Diversity Promotion Committee, Race Relations Task Force, Institutional Planning and Effectiveness Committee, Educational Support Coordinating Council, College Scholarship Committee, Back to the Classroom Recruitment Team for Non-traditional Students, Responsible Sexuality Committee, Alcohol and Drug Awareness Committee.; Member, Task Force on Student Retention, SACS Self-Study Committee, and Steering Committee for the Southern Regional Council on Black American Affairs Conference.

COMMUNITY ACTIVITIES

Board Member: Portrait of Empowerment; Mt. Nebo M. B. Church

Established and directed a cultural and academic enrichment summer camp for youth; served as mentor for a community outreach program for disadvantaged girls; conduct parenting workshops for single parents; Facilitated support groups for single parents; developed an outreach program matching university students with community youths for mentoring; designed and facilitated a parent volunteer program to involve parents in the education of their children; founded a community organization, "Umoja," to promote unity among community members and to improve future outlook for community youth; provided training in communication skills to volunteers for Parents Anonymous.