# ECU Board of Trustees December 19, 2022 Special Called Meeting

# MINUTES

The ECU Board of Trustees met in a special called session on December 19, 2022. The meeting

originated from Spilman 105 on the campus of East Carolina University in Greenville, NC.

Chairman Scott Shook called the session to order.

# **ROLL CALL**

Chair Shook called on Ms. Megan Ayers, Assistant Secretary to the Board of Trustees to

call the roll. A quorum was established.

PRESENTABSENTRyan BonnettCassandra BurtTom FurrLeigh FanningDave FussellVan IsleyFielding MillerAngela MossJason PooleJeffrey RobertsJim SegraveScott ShookVince Smith

# **READING OF ETHICS STATEMENT**

In compliance with the State Government Ethics Act, Mr. Shook read the conflict of

interest statement and asked if anyone had a conflict to disclose. No conflicts were identified.

## **CLOSED SESSION**

Mr. Poole motioned for the board to go into closed session to prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award; and to prevent the disclosure of confidential information under NC General Statutes 126-22 to 126-30 (personnel information) and the federal Family Educational Rights and Privacy Act; and to consider the qualifications, competence, performance, character, fitness, or appointment of prospective and/or current employees and/or to hear or investigate a complaint or grievance by or against one or more employees; and to consult with an attorney to preserve the attorney-client privilege between the attorney and the Board. Mr. Furr seconded the motion. The board voted to move into closed session, with no negative votes.

#### **RETURN TO OPEN SESSION**

Upon the return to open session, the board had an item for consideration.

Mr. Poole moved the board approve the appointment of Dr. Brandon Frye to the Vice Chancellor for Student Affairs position at East Carolina University, as presented in board materials. Mr. Furr seconded the motion and the board voted to approve the appointment of Dr. Frye, with no negative votes. This item is listed as "Attachment A."

# **MEETING ADJOURNMENT**

Hearing no further business to come before the board, Mr. Shook adjourned the meeting.

**Respectfully Submitted,** Megan Ayers Assistant Secretary to the Board of Trustees

#### MEMORANDUM

- TO: Scott Shook Chair, ECU Board of Trustees
- FROM: Philip Rogers Chancellor
- DATE: December 19, 2022
- RE: Vice Chancellor for Student Affairs

I respectfully request the Board of Trustees approve my recommendation to appoint Dr. Brandon Frye as Vice Chancellor for Student Affairs based on the following terms and conditions:

- Appointment effective February 1, 2023, at a twelve-month annual salary of \$235,000.
- Reimbursement of reasonable moving expenses up to a maximum of \$15,000 in accordance with the *East Carolina University Policy on Non-Salary Compensation* and Deferred Compensation for Employees Exempt from the State Personnel Act (now known as the "State Human Resources Act").
- 3) Temporary housing allowance not to exceed a maximum of \$1,250 per month and up to 8 months in duration from your start date of February 1, 2023. This provision is in accordance with the *Guidelines for Housing Allowance Provisions Under ECU Policy on Non-Salary and Deferred Compensation for Employees Exempt from the State Personnel Act* (now known as the "State Human Resources Act").
- 4) Phone allowance up to \$720.00 per year.
- 5) A meal plan will be provided to Dr. Frye.

Attachment: CV for Dr. Frye

# Brandon A. Frye, Ph.D.

379 Country Road 222, Nacogdoches, TX 75965 Phone: (706) 202-6333 Email: brandonfryephd@gmail.com

# **Earned Degrees**

Doctor of Philosophy, Student Affairs Administration	University of Georgia	8/2009
Master of Arts, Student Development	Appalachian State University	5/2001
Bachelor of Science, History/Secondary Education	Appalachian State University	5/1999

# **Formal Continuing Education**

- Men Advocating Real Change (MARC) Executive Training: Building Credibility to Lead Culture Change, Catalyst, 4/2021
- Cross Cultural Competency Training Certificate, University of West Florida, Human Resources, Pensacola, Florida, 1/2020
- Campus Emergencies: Prevention, Response, and Recovery-Active Shooters (MGT-324), U.S. Department of Homeland Security, LSU National Center for Biomedical Research and Training, Pensacola, Florida, 7/2018
- The Novak Institute for Hazing Prevention, Hazing Prevention.Org, Lexington, Kentucky, 6/2013
- Title IX Coordinator Training, National Association of College and University Attorneys, Online Course, 4/2013
- Donald G. Gehring Academy for Student Conduct Administration, Association of Student Conduct Administration, Salt Lake City, Utah, 7/2007
- Donna M. Bourassa Mid-Level Management Institute, ACPA-College Student Educators International, Bloomington, Indiana, 2/2006

# Work Experience

# <u>Stephen F. Austin State University, Nacogdoches, Texas (2/2021-present)</u> A public regional comprehensive university. ~11,950 students, Athletics: NCAA Division I, WAC

# Vice President of Student Affairs, 2/2021-present

- Serves as the Senior Student Affairs Officer for the University
- Serves as the primary advocate for student success, wellbeing, and engagement
- Reports directly to the University President, with signature authority as designee
- Serves on the President's Cabinet and assists with University wide strategic and tactical planning and management
- Provides vision, leadership, and support for the following departments/functions: AVP/Dean of Students
  Office, Office of Student Conduct, Student Outreach and Support (Case Management Services), Campus
  Behavioral Assessment Team, University Health Clinic, Campus Recreation, Counseling Services,
  Auxiliary Services, Dining Management Contract, Barnes and Nobel Bookstore Contract, Vending
  Contract, Testing Services, Baker Pattillo Student Center, Graphic Shop, Campus Post Office, Camp and
  Conference Services, Residence Life and Campus Living, Student Life, Student Engagement, Student
  Organizations, Student Activities Association, Fraternity and Sorority Life, Student Government
  Association (SGA) Advising and Operations, Leadership and Service Programs, and Axeperience, Student
  Publications (*Stone Fort* yearbook and *Pine Log* student paper), Divisional Marketing, Orientation and
  Transition Programs (new student, transfer, and parent orientation, Weeks of Welcome, Parent and Family
  Programs), Jack Camp, and Center for Career and Professional Development
- Supervises over 75 professional staff and over 265 paraprofessional staff (total staff of ~340)

Frye, Brandon A. 1

- Manages a budget exceeding \$35 million (i.e., state, activity and service fee, grant, auxiliary, foundation, concessions, in-kind, etc.)
- Chairs the Student Affairs Leadership Team (SALT)

- Led the comprehensive reorganization of the Division of Student Affairs to refocus the organization on student access, success, well-being, belonging, learning, and engagement, 2021
- Led the development of the Student Affairs' Values, Vision, Mission, Priorities, and Goals, 2021
- Led the development of the Student Affairs Leadership Team and divisional committee structure to increase divisional effectiveness and enhance communication, 2021
- Oversaw the successful completion and implementation of a \$75 million dining services provider contract with Chartwells, 2021
- Oversaw the comprehensive reorganization of the Residence Life and Housing department and Auxiliary Services portfolio to increase efficiency, address financial challenges, improve the residential living experience, and increase on-campus student occupancy, 2021
- Oversaw the comprehensive reorganization of the Health Clinic to enhance student wellness, 2021
- Oversaw the implementation of a contracted medical doctor at the Health Clinic, resulting in a reduction of the overall financial footprint of the Health Clinic by \$145,000, 2021
- Provided leadership in the development of the Wellness Coach Program and revitalization of the Peer Health Educator Program within the Campus Recreation unit to enhance student well-being and success, 2021
- Provided leadership and oversight in the development and implementation of a \$2.5 million plan to upgrade the on-campus housing and wireless system and services, 2021
- Led the enhancement of the Baker Pattillo Student Center with the expansion of the Office of Multicultural Affairs and Allied Space, development of a nursing mother/lactation room, and development of a low sensory/reflective space to enhance student belonging and wellbeing
- Oversaw the enhancement of the new student and transfer orientation programs by more intentionally linking to academic affairs and supporting academic success, 2021
- Oversaw the Student Affairs Emergency Response and continuity of operations for the February 2021 Winter Storms, 2021
- Oversaw the development of a Covid-19 testing clinic and Covid-19 vaccination clinic, 2021
- Oversaw the development of the Student Leadership Advisory Board (SLAB) to formalize a method to gather student input and to better understand student needs and challenges, 2021
- Oversaw the full revision of the Student Code of Conduct to support best practices, promote due process, and support fundamental fairness, 2021
- Oversaw the revision, update, and enhancement of the Student Service Fee allocation process to more effectively and fairly allocate the student service fee, 2022
- Oversaw the revision, update, and implementation of Behavioral Assessment Team processes and procedures to better respond to student related critical incidents/potential threats, 2022
- Oversaw the development of a Student Affairs Customer Service Philosophy and training process, 2022
- Oversaw the development and implementation of a Student Affairs Staff Appreciation Week and Divisional Awards program, 2022
- Oversaw the development of a *Division of Student Affairs Assessment Manual*, assessment process, and annual planning process and plan, 2022
- Oversaw the development of the Health and Wellness Hub to enhance student well-being, 2022
- Oversaw the development and implementation of a \$425,000 capital improvement construction project for the Health and Wellness Hub, 2022
- Oversaw the development of the Lumberjack Wellness Network to enhance student success, 2022
- Oversaw the contract finalization and implementation of the Presence software platform to enhance student engagement, 2022
- Oversaw the development of the Monkey Pox response plan, 2022
- Supported and enhanced Divisional fundraising and development efforts, raising over \$300,000 in private donations to support student emergency response, leadership, and engagement, 2021-present

# University Service and Community Involvement:

- Member, Vice President for Finance and Administration Search Committee, 2022
- Mentor, GenJacks (first generation student group), 2021-present
- Chair, Request for Qualifications (RFQ) Committee for the external (medical doctor) supervision of the mid-level provider for the Health Clinic, 2021
- Chair, Request for Proposal (RFP) Committee for Campus Dining Management Contract, 2021
- Chair, RFP Committee for Health Services Provider Contract, 2021
- Chair, RFP Committee for Residence Life Internet Service Provider Contract, 2021
- Chair, Student Affairs Leadership Team, 2021-present
- Executive Oversight Compliance Committee, 2021-present
- Campus Pride Safe Space Advocate, 2021-present
- Title IX Responsible Employee and Mandatory Reporter, 2021-present
- Covid-19 Response Team, 2021

# University of West Florida, Pensacola, Florida (2/2013-2/2021)

A public regional comprehensive university. ~12,850 students, Athletics: NCAA Division II, Gulf South

# Associate Vice President for Academic Engagement and Student Affairs/Dean of Students and Deputy Title IX Coordinator, 7/2019-2/2021

- Provided vision, leadership, and support for the following departments/functions: Dean of Students, Deanon-Call Program (student incident response team), Office of Student Rights and Responsibilities (behavioral and academic integrity), Student Conduct Committee, Student Case Management Services, Campus Care Team (behavioral intervention/threat assessment), Argo-Student Food Pantry, Student Involvement (Student Government Association Operations, Activity and Service Fee Allocation, Student Organizations, Student Leadership and Service Programs, Campus Activity Board, Homecoming, Argo Arrival-Welcome Week, New Student Convocation, Fraternity and Sorority Life), University Commons (Student Center) and Event Services, Educational Research Center for Child Development, University Housing and Residence Life
- Supervised 70 professional staff (6 direct reports), 18 graduate students, and over 165 paraprofessional undergraduates (total ~253)
- Managed a budget exceeding \$14.5 million (i.e., state, activity and service fee, grant, auxiliary, foundation, concessions, etc.)
- Served on the Vice President's Executive Leadership Team and assisted in divisional strategic planning, prioritization, decision making, and evaluation
- Served as the Senior Conduct Officer
- Chaired University Campus Care Team
- Served as a member of the Provost's Cabinet
- Serves as a member of the President's Extended Cabinet
- Chaired Student Life and Services Facility Committee
- Oversaw the University Student Green Fee Allocation Process
- Oversaw the Capital Improvement Trust Fund Prioritization process
- Oversaw, updated, and revised the Division's Emergency Operations Plan
- Served as a Final Determination Officer for Equal Opportunity complaints

- Played an executive level role in the development and organization of the Division of Academic Engagement and Student Affairs, Summer 2019
- Provided strategic and tactical leadership and oversight in the successful execution of a \$1.7 million contract with Apogee to serve as the internet service provider for the Housing and Residence Life unit and facilities, Spring 2019
- Provided leadership and direction for the development and implementation of the Executive Director of Housing and Residence Life position, Fall 2019

- Provided leadership and direction for the development and implementation of Housing and Residence Life's mission, vision, priorities, and key performance indicators, Summer 2019
- Provided leadership and direction for the development and implementation for the Housing and Residence Life's Academic Success and Accountability Plan and Policy for Resident Assistants, Spring 2020
- Provided leadership for the reorganization and enhancement of the University Commons and Event Services unit, Fall 2019
- Provided strategic leadership for the execution of 2.1 million dollars in planned construction and updates for the University Commons facility, Fall 2019
- Revised, updated, and implemented procedures for formal student grievances/complaints, Summer 2019
- Oversaw the update and revision of the Student Code of Conduct and Hazing Regulation to assure compliance with State University System Board of Governor regulations and Florida legislation, Fall 2020
- Oversaw the update and revision of the Student Code of Conduct to assure compliance with 2020 Federal Rules related to Title IX, Summer 2020
- Oversaw the formulation of the Medical Withdrawal Committee as a subcommittee of the Academic Appeals Committee, Fall 2019
- Oversaw the update and revitalization of the Advisory Board for the UWF Educational Research Center for Child Development (ERCCD), Fall 2019
- Oversaw the revision and update to the UWF ERCCD Parent Handbook, Fall 2019
- Oversaw the update and enhancement of the UWF ERCCD budgeting process and procedures, Fall 2019
- Oversaw the development and implementation of the Division of Academic Engagement and Student Affairs Emergency Operations Plan, Spring 2020
- Provided leadership that aided in the development of the UWF Covid-19 Fall 2020 Return to Campus Plan, Summer 2020
- Oversaw the completion of the 18-20 Drug Free Schools Biennial Report, Fall 2020

# Associate Vice President for Enrollment and Student Affairs/Dean of Students and Deputy Title IX Coordinator, 11/2017-6/2019

- Provided vision, leadership, and support for the following departments/functions: Dean of Students, Deanon-Call Program (student incident response team), Office of Student Rights and Responsibilities (behavioral and academic integrity), Student Conduct Committee, Student Case Management Services, Campus Care Team (behavioral intervention/threat assessment), Argo-Student Food Pantry, Student Involvement, Student Government Association Operations, Activity and Service Fee Allocation, Student Organizations, Student Leadership and Service Programs, Campus Activity Board, Homecoming, Family Programs, Argo Arrival-Welcome Week, Argo Camp, Convocation, Fraternity and Sorority Life, Recreation (Recreation Center, Aquatic Center, Fitness, Competitive Sports [Sports Clubs/Intramurals], Outdoor Adventures, Disc Golf Course, UWF Bike Trails, Argo Adventure Kid's Camp)
- Supervised 25 professional staff (5 direct reports), 17 graduate students, and over 260 paraprofessional undergraduates (total ~300)
- Managed a budget exceeding \$7.2 million (i.e., state, activity and service fee, health fee, grant, auxiliary, foundation, concessions, etc.)
- Served on the Vice President's Executive Leadership Team and assisted in divisional strategic planning, prioritization, decision making, and evaluation
- Served as the Senior Conduct Officer
- Chaired University Campus Care Team
- Served as a member of the Provost's Cabinet
- Served as a member of the President's Extended Cabinet

- Played an executive level role in the development, drafting, and implementation of the Division of Enrollment and Student Affairs Vision, Mission, Values, and 2018-2022 Strategic Plan
- Spearheaded the review, revision, and update of University Regulation 5.050 (Speech, Assembly, and Public Expression in Outdoor Areas on Campus)
- Initiated and led in the development of the Response to Disruptive Events Guidelines

- Completed a comprehensive review of the Dean of Students portfolio, which resulted in new programs and services that support student retention, persistence, and success
- Formed the Office of Student Involvement, that engaged over 3,600 (~70% of first-year class) during the 2018 academic year
- Spearheaded the development of a Medical Immunity Policy, and collaboratively drafted revisions of the Student Code of Conduct that included a render aid clause
- Developed and implemented a six-hour (11 week) research-based training/continuing education program for the Campus Care (behavioral intervention) Team
- Oversaw a comprehensive review of the Health Services unit and the student health fee
- Oversaw a comprehensive review of the transcript notations process and made recommendations to enhance stronger procedural safeguards
- Oversaw the development and launch of the Recreation and Wellness unit to more holistically address and enhance student well-being
- Oversaw the development of the Fraternity and Sorority Life 2020 Plan to strategically enhance the member experience and maximize the safety of the fraternity and sorority community
- Provided leadership to update and enhance the Argo Arrival (welcome week) experience to better connect first-year students to the University
- Oversaw the development and implementation of a comprehensive Office of Student Rights and Responsibilities marketing and outreach plan
- Oversaw the completion of the outdoor basketball courts as part of a Recreation facilities enhancement
- Provided leadership and direction for the development of a foundation account and enhanced fundraising efforts to support the UWF Argo Pantry
- Oversaw the completion of the 2016-2018 Drug Free Schools Biennial Report

# Assistant Vice President for Student Affairs/Dean of Students and Deputy Title IX Coordinator, 2/2013-10/2017

- Provided vision, leadership, and support for the following departments/functions: Office of the Dean of Students, Dean-on-Call Program (student incident response team), Office of Student Rights and Responsibilities (behavioral and academic integrity), Student Case Management Services, Student Ombudsperson, Inclusion Series Spotlight, Campus Care Team (behavioral intervention/threat assessment), Argo-Student Food Pantry, Student Government Association Operations, Activity and Service Fee Allocation, Career Services, Student Transition Programs, New Student Orientation, Parent Orientation, Office of Family Programs, Argo Camp, Convocation, and Commuter Student Services
- Supervised 22 professional full-time staff (6 direct reports), 10 graduate students, and 30 paraprofessional undergraduates (total~62)
- Managed a budget exceeding \$4.8 million (i.e., state, fee, grant, auxiliary, etc.)
- Served on the Division of Student Affairs Executive Leadership Team and acted in the place of the Vice President when absent
- Served as the Senior Conduct Officer
- Chaired the University Campus Care Team
- Served as a member of the Provost's Cabinet
- Served as a member of the President's Extended Cabinet
- Served as a member of the Executive Team for the Division's Multicultural Competency Committee

- Developed and oversaw the strategic implementation of a Student Case Management Services unit to enhance student persistence and success
- Updated and revised the Dean-on-Call (student incident response team) protocol and practices
- Oversaw the three-year comprehensive review, revision, and implementation of the Student Code of Conduct
- Oversaw the three-year comprehensive review, revision, and implementation of the Student Code of Academic Conduct
- Spearheaded the development and implementation of the Argo Pantry (student food pantry) to enhance student persistence and well-being

- Oversaw external football tailgating operations for academic departments and student organizations, and the development and implementation of tailgating guidelines
- Coordinated the development of Commuter Student Services, and increased engagement opportunities for off-campus students
- Reviewed, revised, updated, and implemented an outcomes-based training program for the Student Conduct Committee
- Reviewed, revised, and updated the Division of Student Affairs Emergency Operations Plan
- Reviewed, revised, and updated the Residential Student Shelter Operations Protocol
- Oversaw a Council for the Advancement of Standards (CAS) review of the following units: Office of Student Rights and Responsibilities, Career Services, New Student Orientation, and Parent and Family Programs
- Provided leadership and support for the Dean of Students Inclusion Spotlight Series
- Oversaw the completion of the 2012-2014 and 2014-2016 Drug Free Schools Biennial Reports

## Title IX Coordinator (Interim), 6/2013-2/2014; 7/2014-1/2015

- Served concurrently as the Assistant Vice President for Student Affairs and Dean of Students
- Developed, implemented, and monitored compliance efforts with Title IX legislation, regulations, and case law
- Coordinated investigations and complaints received pursuant to Title IX; Served as a Title IX Investigator
- Supervised 4 Deputy Title IX Coordinators

#### Significant Accomplishments

- Developed and chaired the Title IX Committee
- Oversaw the collaborative development and implementation of the Title IX Policy
- Oversaw the development and implementation of Title IX adjudication procedures
- Developed and implemented the Title IX data/records management process

## University Service and Community Involvement:

- Covid-19 Return to Campus Task Force, Healthy Campus Subcommittee, 2020
- UWF Covid-19 Crisis Response Work Group, 2020
- University Risk Compliance Council, 2020
- National Conference on Undergraduate Research Steering Committee for 2022 Annual Meeting, 2019-2020
- Evaluation Committee (invitation to negotiate) for Housing and Residence Life Internet Service Provider contract, 2019
- Chair, Development Team, Distribution of Written Materials Policy, 2019-2020
- Chair, Student Life and Services Facility Committee, 2019-2020
- Chair, Student Complaint and Grievance Work Group, 2019-2020
- Chair, Hazing Regulation Update and Review Team, 2019
- Chair, Medical Immunity Policy Update and Review Team, 2019
- Chair, Five Year Review Working Group for SACSCOC Principle 12.4 Student Complaints, 2019-2020
- Volunteer, MLK Day of Service, 2018, 2019, 2020
- Chair, Student Code of Conduct Update Work Group, 2018
- Evaluation Committee (invitation to negotiate) for Parking Services Consultant contract, 2018
- Enrollment and Retention Plan Work Group, 2018
- Chair, University Regulation 5.070 (Distribution of Written Materials) Work Group, 2018
- Chair, University Regulation 5.050 (Speech, Assembly, and Public Expression in Outdoor Areas on Campus) Work Group, 2018
- Board of Directors, Be Ready Alliance for Coordinating Emergencies (BRACE), 2018-2019
- Commercial Solicitations Policy Work Group, 2018
- Chair, Health Services/Health Fee Work Group, 2017-2018
- Chair, Disciplinary Transcript Notations Work Group, 2017-2018

- Chair, Disruptive Events Response Guidelines Work Group, 2017
- Attendee, Florida State University System (SUS) Vice President for Student Affairs/Associate Vice President Summit, 2017, 2018, 2019
- University Early Warning Response Team, 2017-2019
- Interviewer, UWF President's Scholarship Competition, 2017-2020
- Interfraternity Council Bid Day Volunteer, 2017
- All Gender Restroom Work Group, 2016
- Chair, UWF Football Tailgate Committee, 2016-2018
- Chair, Student Code of Conduct Review Committee, 2015-2016
- Chair, Student Code of Academic Conduct Review Committee, 2015-2016
- Parent Volunteer, 5-6 year-old t-ball league, Pace Athletic Recreation Association (PARA), Santa Rosa County, Florida, 2016
- Participant/supporter, 14th Annual UWF Wheelchair Basketball Game, 2015
- Parent Volunteer, 4-6 year-old soccer league, Santa Rosa County, Florida, 2015
- Campus Liaison, UWF Men's Empowerment Network, 2015-2018
- Housing Master Plan Update Committee, 2014-2015
- Co-Chair, Orientation Oversight Committee, 2014-2016
- Chair, Dean of University College Search Committee, 2014
- Chair, Fall Convocation Planning Committee, 2013-2016
- Chair, Intercollegiate Athletic Appeals Committee, 2013-2020
- Campus Title IX Committee, 2013-2020
- Campus Safety and Security Council, 2013-2020
- Strategic Enrollment Planning Council, 2013-2018
- Compliance Team, UWF 2015 SACSCOC Reaccreditation, 2013-2015
- Common Book Committee, 2013-2015
- Executive Team, Division of Student Affairs Multicultural Competency Committee, 2013-2017
- Shelter Commander, UWF Residential Student Shelter, 2013-2019

# Auburn University, Auburn, Alabama (9/2010-2/2013)

A public land-grant, sea-grant, and space-grant research institution. ~31,500 students, Athletics: NCAA Division I, SEC

## Director of Student Development, 2/2012-2/2013

- Provided vision, leadership, and support to the following units/functions within the Department of Student Development: Office of Student Conduct, Greek Life Office (Interfraternity Council, PanHellenic Council, and National Pan-Hellenic Council), Student Advocacy/Case Management Services, student critical incident response, advisement of the Black Student Union, and advisement of the International Student Organization
- Supervised the following 7 professional positions: Executive Assistant, Coordinator for Student Advocacy/Case Manager, Coordinator for Student Conduct, Interfraternity Council Advisor, PanHellenic Council Advisor, National Pan-Hellenic/Black Student Union/International Student Organization Advisor; indirectly supervised two graduate assistants
- Managed and oversaw the Department of Student Development budget (\$320,000)
- Served as a member of the Student Affairs Executive Committee
- Served as the Senior Conduct Officer
- Served as a consultant and resource to students, staff, faculty, and community stakeholders regarding issues related to student conduct/conflict resolution, fraternity and sorority life, and student success, well-being, and advocacy
- Developed and maintained effective relationships and clear lines of communication with the Auburn City Police, Office of Public Safety and Security, Risk Manager, Office of the General Counsel, University Ombudsperson, and Office of the Provost

- Oversaw the development and implementation of the Student Development unit and services
- Oversaw the review process for the Student Code of Discipline
- Spearheaded the review and selection process for the student conduct database provider (Maxient)
- Implemented and oversaw the campus care/case management function of the Threat Assessment Team

# Coordinator for Student Advocacy and Case Management (Interim), 8/2011-11/2011

- Served *concurrently* as Director of Student Conduct during this time
- Managed referred student cases, related to student crisis, concern or success, sent from applicable units, committees and individuals
- Linked referred students with appropriate resources, agencies, and individuals
- Developed and maintained cooperative working relationships with various campus departments, committees and individuals when managing and resolving referred student cases
- Facilitated student case coordination and information sharing with applicable and appropriate employees, departments, and committees
- Provided and coordinated educational outreach and marketing efforts for the Division's Critical Incident Response Team
- Coordinated the planning and implementation of training efforts associated with the Division's Critical Incident Response Team
- Provided outreach and support to students and parents/guardians to address critical incidents and emergency situations
- Worked with applicable campus units to facilitate the Certificate of Attendance process
- Aided with the management of the student emergency funds program

## Significant Accomplishments

- Effectively utilized data to provide justification to develop the Student Advocacy and Case Management unit
- Crafted and developed case management operational procedures and processes
- Developed the unit's interface protocol with the Threat Assessment Team
- Developed and implemented the case management data tracking process and procedures
- Spearheaded the development and implementation of the annual AU Student Memorial Ceremony

# Director of Student Conduct, 9/2010-2/2012

- Provided vision and leadership for the Office of Student Conduct
- Chaired the Division's Critical Incident Response Team and coordinated the On-Call Unit
- Facilitated the Division's emergency student aid/loan process
- Represented the Division on the University Threat Assessment Team (TAT); served as a case manager/campus care representative for student related TAT matters
- Served as a member of the Division's Executive Committee
- Coordinated the Division's Policy Revision Team and developed and implemented the Division's Policy Review Plan
- Managed the student conduct process and administered the Code of Student Discipline and Student Organization Code of Conduct
- Investigated and adjudicated alleged student and/or student organization violations of the Auburn University Code of Student Discipline
- Managed the Office of Student Conduct budget (\$75,000)
- Hired, trained, supervised, and evaluated the Coordinator of Student Advocacy and Case management, Doctoral Graduate Assistant, and Interns
- Trained the University Student Discipline Committee
- Promoted and marketed the Code of Student Discipline
- Conducted assessments and implemented necessary programmatic and policy changes
- Managed on-site home football game day stadium alcohol violation referrals
- Administered the parental notification policy for alcohol and drug violations

- Provided oversight for the Dean Certification and disciplinary record check process (totaling 1300 annual reports)
- Monitored and organized the Student Conduct appeals process

- Developed and managed the bereavement and Certificate of Attendance Program for students that passed away while at the University
- Assembled and coordinated the Division's Policy Revision Team and developed and implemented the Division's Policy Review Plan
- Updated and implemented the training procedures for the University Student Discipline Committee
- Updated and implemented new procedures for the Dean Certification and disciplinary record check process

## University Service and Community Involvement:

- Division of Student Affairs Business Manager Screening Committee, 2012
- Judge, Auburn University International Student Organization Cultural Fair and Fashion Show, 2012
- Alcohol and Other Drugs Steering Committee, 2011-2013
- Student Affairs Strategy Week Planning Committee, 2011
- Chair, Code of Student Discipline Review Committee, 2011
- Safe Zone Advocate, Auburn University, 2011-2013
- Volunteer, Auburn University Center for Leadership and Ethics I-Lead Conference, 2011
- Volunteer, Residence Life Move-in-Mania, Auburn University, 2011-2012
- City of Auburn Travel with Care Safety Campaign Committee, 2011-2012
- Leadershape Faculty, Auburn University, 2011
- Chair, Student Affairs Critical Incident Response Team, 2010-2013
- Student Affairs Assessment Committee, 2010-2013
- Fraternity and Sorority Life Committee, 2010-2013
- Chair, Student Affairs Policy Review Committee, 2010-2013

# University of Georgia, Athens, Georgia (6/2001-8/2010)

A public land and sea-grant research institution. ~40,200 students, Athletics: NCAA Division I, SEC

## Assistant Dean of Students for Judicial Programs, Student Affairs Specialist IV, 6/2008-8/2010

- Position reclassified due to increased responsibilities and administrative duties
- Served as the Senior Conduct Officer in the absence of the Associate Dean of Students
- Served as a liaison to the University of Georgia (UGA) Behavioral Assessment Response Council, which aids in identifying and assisting students at risk of having to leave the University for behavioral, psychological or health related reasons
- Served as a consultant to students, staff, faculty and stakeholders regarding the student conduct process
- Completed departmental annual reports
- Supervised, trained, and evaluated two full-time professional coordinators, one graduate assistant, and interns

#### Significant Accomplishments

- Co-authored and successfully attained a \$2,500 UGA Parent and Family Grant for educational programming
- Lead in the development of the Office of Judicial Programs Strategic Plan, Mission, Goals, and Values
- Coordinated the development of an Office of Judicial Programs outreach and marketing plan
- Completed departmental self-assessment for program and regional accreditation review

# Associate Dean of Students for Judicial Programs (Acting), 10/2007-2/2008

• Provided oversight and administrative leadership for all programs and services conducted by the Office of Judicial Programs

- Supervised two full-time professional coordinators, one administrative assistant, one graduate assistant, practicum/internship students, and three paraprofessionals
- Provided functional supervision and consultation to 25 housing professionals responsible for the administration of the student conduct process
- Managed the operating budget and office payroll (\$170,000)
- Administered the parental notification process for alcohol and other drug violations

- Served as the Senior Conduct Officer, and provided leadership to the Office of Judicial Programs
- Oversaw the development of the Office of Judicial Programs mid-year report

# Assistant Dean of Students for Judicial Programs, Student Affairs Specialist III, 4/2007-5/2008

- Supervised, trained, and evaluated two full-time professional coordinators, one graduate assistant, and intern
- Received and investigated reports of alleged on and off-campus student and/or student organization misconduct
- Monitored and organized the student conduct appeals process
- Oversaw the advisement and training of the University Judiciary Board

Significant Accomplishments

- Managed the assignment of approximately 1250 (annual) student conduct cases
- Primary investigator for Fraternity and Sorority Life conduct cases
- Updated, revised, and implemented the University Judiciary Board training process and practices

# Coordinator for Judicial Programs, Student Affairs Specialist III, 7/2006-4/2007

- Received and investigated reports of alleged student and/or student organization misconduct
- Organized and implemented assessments and evaluations
- Prepared case information/data that met federal and/or state requirements for reporting
- Conducted programs and presentations regarding the conduct process and aided with outreach efforts
- Received and investigated reports of alleged student and/or student organization misconduct
- Aided with departmental strategic planning initiatives and in the development of the departmental annual report
- Organized and implemented assessments and evaluations

Significant Accomplishments

- Developed a comprehensive assessment plan for the Office of Judicial Programs
- Served as a member of the Assessment Team for the Division of Student Affairs

## Advisor to Fraternities, Student Affairs Specialist II, 6/2001-7/2006

- Advised and served as an advocate for the Interfraternity Council (IFC), IFC Executive Board, and 30 inter/nationally affiliated fraternities, that totaled approximately 1,950 men
- Supervised the Greek Life Graduate Assistant for Compliance and Risk Management
- Managed critical incidents and crisis situations related to fraternities
- Presented and designed educational programs for the Greek community on risk management, hazing, liability, alcohol/substance abuse, ethics, and new member education
- Drafted, revised, and implemented Greek Life related policies and procedures
- Managed the annual budgets for the IFC (\$70,000) and the fraternity recruitment program (\$30,000)
- Designed evaluation instruments, conducted assessments, and prepared reports
- Served as a liaison to chapter advisors, housing corporation boards, alumni, leadership consultants, and inter/national organization executive officers
- Edited and revised the annual *Fraternity Way* recruitment publication

- Moved the fraternity recruitment registration from a paper-based to an online format, which resulted in more efficient safeguarded procedures
- Revised and enhanced the fraternity new member education experience via the development of the Plan of Accountability
- Developed and implemented diversity and inclusion-based programming for the fraternity community
- Developed and implemented a comprehensive risk management training process for the Interfraternity Council and its member groups
- Supervised the social event registration process for over 60 Greek letter organizations

## University Service and Community Involvement:

- Co-Chair, Code of Conduct Revision Committee, 2010
- Alcohol and Drug Policy Review Committee, 2009-2010
- Best Practices in Minority Student Engagement Committee, 2008
- Chair, Review Committee for the Coordinator for Judicial Programs position, 2007
- Academic Advisor, Pi Kappa Alpha Fraternity, Alpha Mu Chapter, 2007-2009
- Safe Space Advocate, University of Georgia, 2006-2010
- Case Study Judge, Georgia Collegiate Leadership Conference, 2006
- Interview Committee, Summer Orientation Leader Selection, 2005-2007
- Chair, Graduate Assistant Official Welcome Program Planning Committee, 2004-2005
- Chair, Dean of Students Graduate Assistant Orientation Committee, 2004
- Northeast Georgia Heart Walk Planning Committee, American Heart Association, 2003
- National Pan-Hellenic Council Advisor Search Committee, 2003
- Dawgs After Dark and Big Dawg Welcome Week Planning Committee, 2002-2003
- Alcohol and Other Drug Network, 2001-2005

# Wake Forest University, Winston Salem, North Carolina

A private liberal arts university with a research focus. ~8,950 students, Athletics: NCAA Division I, Atlantic Coast Conference

# Graduate Intern, Office of Student Development, 1/2001-5/2001

• Completed 600 hours of study/practice in student/organization advisement, leadership development, and community service programming

## Appalachian State University, Boone, North Carolina

A public regional comprehensive university. ~20,650 students, Athletics: NCAA Division I, Sun Belt

## Graduate Assistant, Career Development Center, 12/1999-12/2000

- Coached students through the job search process by focusing on personal vision development, selfassessment, company research, and enhancement of interviewing skills
- Conducted and critiqued over 200 student mock interviews

# **Teaching Experience**

**Guest Lecturer**, Student Affairs and Higher Education Program, Department of Human Services and Educational Leadership, James I. Perkins College of Education

Stephen F. Austin State University, 9/2021-present

- Introduction to Student Affairs (guest lecturer)
- Currently moving through the adjunct faculty approval process with the graduate school

Affiliate Faculty, Student Affairs Administration Program, College of Education and Professional Studies University of West Florida, 11/2017-2/2021

- EDH 6369: Student Affairs Capstone Seminar (instructor on record), 2018, 2019, 2020
- Comprehensive Assignment Review Committee, 2018, 2019, 2020
- Approved to serve on dissertation committees, 2018-2021

Doctoral dissertation committee service:

• David M. Williams, Degree: Ed.D., Program: Curriculum and Instruction, 2020

**Guest Lecturer**, Student Affairs Administration Program, College of Education and Professional Studies *University of West Florida*, 2/2013-10/2017

- EDH 6634: Introduction to Student Affairs Administration (guest lecturer)
- EDH 6369: Student Affairs Capstone Seminar (guest lecturer)
- EDH 6505: Budget and Financial Management in Higher Education (guest lecturer)
- EDH 6405: Legal Issues in Higher Education (guest lecturer)

Affiliate Professor, Administration of Higher Education Program, College of Education Auburn University, 9/2011-2/2013

• EDLD 7230: Student Services Administration in Postsecondary Education (guest lecturer)

**Instructor**, College Student Affairs Administration Program, Mary Frances Early College of Education *University of Georgia*, 3/2004-6/2010

- ECHD 7640: Greek Life Administration (instructor on record)
- ECHD 7920: Research Methods (invited lecturer)
- ECHD 8000: Law and Higher Education (invited lecturer)
- ECHD 6040: Interpersonal Facilitation and Intervention II (invited lecturer)
- ECHD 7440: Administration in College Student Affairs (invited lecturer)

# **Publications and Research Initiatives**

- Frye, B. A. (2011). New professionals supervising graduate assistants: Identifying perceived challenges. Unpublished manuscript, The University of Georgia. Athens, GA.
- Frye, B. A. (2009). Supervision skills acquisition: Where master's students learn supervision skills during student affairs graduate preparation programs. Unpublished doctoral dissertation, The University of Georgia. Athens, GA.
- Frye, B. A., & Dean, L. (2007). Employee evaluation and assessment skill development. Georgia Journal of College Student Affairs. Retrieved online at: http://www.coe.uga.edu/chds/csaa/gcpa/2007/index.html

# **Consulting and External Review Experience**

Caudill, A., Frye, B. A., Shutt, M., & Gibson, W. (2004). *Office space functionality assessment*. University of Georgia Department of University Housing Assignments Office: Athens, GA.

- Cole-Avent, G., Coleman, J., Frye, B. A., & Wilson, S. (2006). *Facility assessment for technology* square and student center. Georgia Institute of Technology Department of Auxiliary Services: Atlanta, GA.
- Frye, B. A., & Rush, S. B. (2009). Program review for the dean of student's office/judicial affairs unit. University of Mississippi: Oxford, MS.

Frye, Brandon A. 12

Frye, B. A., Wilcox, D., & Jones, R. (2019). Council for the advancement of standards (CAS): External review of ethics, law, policy, and governance. Office of Student Conduct. University of Alabama: Tuscaloosa, AL.

# **Presentations**

- Frye, B. A. (2000). *Making the most of your Greek experience at Appalachian State University*. Sorority Unity Celebration. Appalachian State University: Boone, NC.
- Frye, B. A. (2002). Addressing diversity issues in Greek letter organizations. University of Georgia Interfraternity Council: Athens, GA.
- Frye, B.A. (2007). Student conduct and the study abroad experience. University of Georgia Study Abroad Program Coordinator Workshop: Athens, GA.

Frye, B. A. (2008). *Implementing a parental notification policy*. Association of College Administration Professionals Annual Workshop: Baltimore, MD.

- Frye, B.A. (2009). New professional seminar: Supervision and advising. University of Georgia Division of Student Affairs SAIL Leadership Series: Athens, GA.
- Frye, B. A. (2009). Student's rights and responsibilities. University of Georgia Football Team: Athens, GA.
- Frye, B.A. (2010). *Student conduct administration and the associated legal issues*. Auburn University Division of Student Affairs Professional Development Committee: Auburn, AL.
- Frye, B. A. (2011). *Conflict resolution*. Auburn University Center for Leadership and Ethics Spring Leadership Conference: Auburn, AL.
- Frye, B. A. (2011). Graduate assistant: Expectations, professionalism, and ethics. Auburn University Professional Development Committee Training Series: Auburn, AL.
- Frye, B. A. (2011). *Making good decisions*. Auburn Man Program for Fraternity New Members. Auburn University: Auburn, AL.
- Frye, B. A. (2012). *Hazing prevention: Health, wellness, and safety*. Auburn Man Program for Fraternity New Members. Auburn University: Auburn, AL.
- Frye, B. A. (2012). Priority #1 student wellness and safety: Hazing recognition and response. Auburn University Residence Life Staff Training: Auburn, AL.
- Frye, B. A. (2012). Staff supervision. Auburn University Higher Education Student Association: Auburn, AL.
- Frye, B. A. (2012). *Student development and services*. Auburn University Department of Human Resources: Auburn, AL.
- Frye, B. A. (2012). *The silent witness candlelight vigil and roll call*. Domestic Violence Month Event, Auburn University: Auburn, AL.
- Frye, B. A. (2013). *Leading by example*. Housing and Residence Life Annual Banquet, University of West Florida: Pensacola, FL.
- Frye, B. A. (2013). Supervision and mentorship. University of West Florida Division of Student Affairs: Pensacola, FL.
- Frye, B. A. (2013). *Next steps in your journey*. Student Government Association Banquet for Graduating Emerald Coast Seniors, University of West Florida, Emerald Coast Campus: Fort Walton Beach, FL.
- Frye, B .A. (2013). Take back the night program. University of West Florida: Pensacola, FL.
- Frye, B. A. (2013). Working with your university. Pike University Leadership Summit: Richmond, VA.
- Frye, B. A. (2015). Title ix and the fraternity experience. Pike University Leadership Summit: Atlanta, GA.
- Frye, B. A. (2015). Working with your title ix coordinator. SEIFC Leadership Academy: Atlanta, GA.
- Frye, B. A. (2016). Being a positive change agent. UWF Men's Conference: Pensacola, FL.
- Frye, B. A. (2017). Academic success and time management. Pike University Leadership Summit: Atlanta, GA.
- Frye, B.A. (2017). Crisis communication. Pike University Leadership Summit: Atlanta, GA.
- Frye, B. A. (2017). Road back to your chapter. Pike University Leadership Summit: Atlanta, GA.
- Frye, B.A., & Stanny, C. (2017). Managing classroom issues. UWF New Faculty Orientation: Pensacola, FL.
- Frye, B.A., & Teixeria, D. (2017). Educating your new members: Part 1. Pi Kappa Alpha Academy 2017: Memphis, TN.
- Frye, B.A., & Teixeria, D. (2017). Educating your new members: Part 2. Pi Kappa Alpha Academy 2017: Memphis, TN.
- Frye, B.A., & Teixeria, D. (2017). Educating your new members: Part 3. Pi Kappa Alpha Academy 2017: Memphis, TN.

- Frye, B.A., & Teixeria, D. (2017). Educating your new members: Part 4. Pi Kappa Alpha Academy 2017: Memphis, TN.
- Frye, B.A. (2018). Academic excellence. Pike University Leadership Summit: Atlanta, GA.
- Frye, B.A., (2018). Academic excellence and time management. University of West Florida Men's Basketball Team: Pensacola, FL.
- Frye, B.A. (2018). Crisis communication. Pike University Leadership Summit: Atlanta, GA.
- Frye, B.A. (2018). Strategic leadership. Pike University Leadership Summit: Atlanta, GA.
- Frye, B.A., Springer, E., Rockey, D., & Cao-Nguyen, V. (2018). Navigating student conflict. Spring Staff Symposium: Pensacola, FL.
- Frye, B.A., Springer, E., Wiley, L., Likowitz, T., Rentz, K., & Kennedy, R. (2017). Supporting students. UWF New Faculty Orientation: Pensacola, FL.
- Frye, B. A. & Cox, L. (2014) Sink or swim: Navigating political waters of a new institution. NASPA Region III Summer Symposium. NASPA, Orlando, FL.
- Frye, B. A., & Ellis, K. (2008). *Knowing the code of conduct*. University of Georgia First Year Student-Athletes, UGA Athletic Association: Athens, GA.
- Frye, B. A., & McCellen, A. (1999). *Marketing your Greek experience*. Appalachian State University Greek Leadership Conference: Boone, NC.
- Frye, B.A., Mbizo, J., & Holloway, E. (2015). Deciding what is important in today's society. University of West Florida Men's Conference: Pensacola, FL.
- Frye, B.A., & Horner, L. (2016). Getting to know your institution: Building relationships. Pi Kappa Alpha International Convention: New Orleans, LA.
- Frye, B.A., & Horner, L. (2016). Working with your institution to manage crisis events. Pi Kappa Alpha International Convention: New Orleans, LA.
- Frye, B.A., & Horner, L. (2016). Health and safety. Pi Kappa Alpha Leadership Summit: Atlanta, GA
- Frye, B.A., Clune, J., & Mullins, T. (2016). It's all about the students. UWF Faculty LEAD Series: Pensacola, FL.
- Frye, B.A., Dies, A., Charley, C., & Smith, H. (2021). Student affairs partnerships. Stephen F. Austin State University New Faculty Orientation: Nacogdoches, TX.
- Horner, L., & Frye, B.A. (2016). Strategic planning. Pi Kappa Alpha Leadership Summit: Atlanta, GA.
- LeDuff, K., Frye, B.A., Manassah, M., & Johnson, Z. (2019) Knowing your students. Faculty LEAD Class of 19-20, University of West Florida, Pensacola, FL.
- Lee, S., Rotton, C., Walker, E., Frye, B.A., & Kittle, P. (2012). Learning, listening and visualizing a new tomorrow in student affairs. NASPA Alabama State Drive-In Conference: Samford University, Birmingham, AL.
- Maloney, D., & Frye, B.A. (2019). Member education 1. Pi Kappa Alpha Leadership Academy: Memphis, TN.
- Maloney, D., & Frye, B.A. (2019). Member education 2. Pi Kappa Alpha Leadership Academy: Memphis, TN.
- Maloney, D., & Frye, B.A. (2019). Member education 3. Pi Kappa Alpha Leadership Academy: Memphis, TN.
- Maloney, D., & Frye, B.A. (2019). Member education 4. Pi Kappa Alpha Leadership Academy: Memphis, TN.
- Maloney, D., Frye, B.A., Dziatczak, M. (2021). Comprehensive member education 1. Pi Kappa Alpha President's Assembly: Memphis, TN.
- Maloney, D., Frye, B.A., Dziatczak, M. (2021). Comprehensive member education 2. Pi Kappa Alpha President's Assembly: Memphis, TN.
- Maloney, D., Frye, B.A., Dziatczak, M. (2021). Comprehensive member education 3. Pi Kappa Alpha President's Assembly: Memphis, TN.
- O'Gwynn, C., & Frye, B.A. (2011). Threat, crisis, and emergency response and management at Auburn University. Auburn University Division of Student Affairs Professional Development Committee: Auburn, AL.
- Phillips, B., & Frye, B.A. (2016) Crisis management. Pi Kappa Alpha Leadership Summit: Atlanta, GA.
- Saunders, M., LeDuff, K., Frye, B.A., & Fletcher. (2020). Campus conversations: *Feeling our way through*. University of West Florida: Pensacola, FL.
- Williams, M., & Frye, B.A. (2019) Managing classroom conflict and concerns. New Faculty Orientation, University of West Florida, Pensacola, FL.

# **Board Experience**

Board of Directors, BRACE-Be Ready Alliance Coordinating for Emergencies, Pensacola, FL, 1/2018-12/2019

• The organization's mission is to reduce loss of life, injury, property damage, environmental impact and economic loss due to disaster through fostering communication, cooperation, collaboration and coordination

among community, faith-based, non-profit, private and public organizations active in one or more phases of emergency management.

Board of Directors, PIKE University, Pi Kappa Alpha International Fraternity, Memphis, TN, 10/2012-present Vice President, 11/2018-present

Director, 10/2012-11/2018

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• Pike University is the combined banner for all of the Fraternity's leadership programs and is the foundation of the organization's educational curriculum with over 3,500 annual participants and approximately 12 annual events held across the United States and virtually.

# **Professional Organizations**

٠	American College Health Association	2021-present
•	Association of Student Conduct Administration	2006-2021
	*2012 Annual Conference, Program Reviewer	
•	NASPA-Student Affairs Administrators in Higher Education	2005-present
	*Voting Delegate, Stephen F. Austin State University, 2021-present	-
	*Voting Delegate, University of West Florida, 2019-2020	
	*2013 Annual Conference, Program Reviewer	
	*2012 Annual Conference, Program Reviewer	
•	Pi Kappa Alpha International Fraternity	1996-present
	*Vice President, PIKE University Board, 2018-present	-
	*Director, PIKE University Board, 2012-2018	
	*Education and Recruitment Advisor, 2012-present	
	*Faculty Advisor, Alpha Mu Chapter, 2005-2009	
	*Graduate Advisor, Iota Psi Chapter, 1999-2001	
	*Chapter President, Iota Psi Chapter, 1997-1998	
•	Texas Association of College & University Student Personnel Admins	2021-present
٠	Texas Council of Chief Student Affairs Officers	2021-present

# **Honors and Awards**

- UWF Student Government Association (SGA), Distinguished Staff Award, 2018/2019
- UWF Beta Beta Pi Chapter, Phi Beta Sigma Fraternity, Inc., Speaker of the Year, 2017
- UWF SGA Service Recognition, 2013, 2014, 2015
- UGA Division of Student Affairs 2009-2010 Living the Mission Group Award
- UGA Division of Student Affairs 2002-2003 New Professional of the Year Award
- UGA Division of Student Affairs 2002 Outstanding Collaborative Teamwork Award

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