

PATRICIA A.R. MARTINEZ

EDUCATIONAL EXPERIENCE

Master of Science in Education: Educational Psychology and Guidance;
Eastern Illinois University, Charleston, Illinois, 1990

Bachelor of Arts: Majors: Human Development and Psychology
University of Wisconsin-Green Bay, Green Bay, Wisconsin, 1988

PROFESSIONAL EXPERIENCE

Northern Illinois University: Housing & Dining, 2009-Present

Northern Illinois University is a large public comprehensive research regional institution located in rural Illinois, enrolling 20,000 diverse students with a housing capacity for 5,000 residents. 27% of residential students identify themselves as a member of an ethnic minority. Satellite campuses of NIU are: Hoffman Estates, Naperville, Rockford and Oregon (Laredo Taft). Comprehensive Housing & Dining department encompasses Residential Life, Residential Dining, Residential Facilities, Residential Technology, Human Resources, Budget and Marketing with a \$40 million budget.

Acting Executive Director for Housing & Residential Life (temporary appointment)

August 2015- July 2016

- Provide strategic vision and leadership for all aspects of residence life, housing contracts/assignment administration, residential facilities management, technology, business services/human resources and educational functional units
- Directly supervise six Associate Directors and two Administrative Assistants; responsible for personnel action, inclusive of selection, training, evaluation and supervision of 27 full-time professional staff, 25 graduate assistants, 12 support staff, and over 350 students
- Develop and manage \$40 million budget of comprehensive Housing & Dining department as approved by University President and Board of Trustees
- Manage approximately 2 million square feet of physical facilities
- Create a residential experience focused on student career success, including management of 15 Living Learning Community partnerships with Academic Affairs
- Direct assessment review and lead department in University-wide Program Prioritization process
- Serve as member of the Vice President for Student Affairs & Enrollment Management cabinet
- Serve as member of Student Threat Assessment, Student of Concern, and Crisis Response Teams

- Serve as member of Committee on Undergraduate Environment
- Conduct appeals for University Conduct system
- Continue to perform duties of Director of Residential Communities

Director of Residential Communities

April 2009-present

- Provide strategic vision and leadership for residence life area comprised of 5,000 students residing in five residence hall complexes and one apartment community
- Direct supervision of two Associate Directors, three Assistant Directors, support staff personnel; indirect supervision of 5 Complex Coordinators, 6 full time Hall Directors, 20 graduate assistants, 150 Community Advisors, 150 Desk Staff
- Provide fiscal oversight for residential life functional areas
- Recruit, select, train, supervise and evaluate residential life team
- Provide oversight, vision and direction for 15 Living Learning Communities
- Supervise comprehensive desk operation and summer conferences
- Design, implement, provide oversight and assessment of residential curriculum
- Assess and redesign staffing pattern to meet the needs of current practices and services
- Manage crises that occur with students living on campus
- Fostered collaborative initiatives with departments including but not limited to: Public Safety, Counseling & Consultation Services, Health & Human Sciences, Academic Advising and Student Conduct

UNIVERSITY SERVICE

- University Diversity & Inclusion Task Force, 2014 (Presidential appointment)
- Design Team, member, current review and information gathering for Neptune Complex and Holmes Student Center renovation, 2014-2015
- Case Manager for Division of Student Affairs & Enrollment Management for At Risk Students 2013-present
- Member, Academic Advising Center Associate Director Search Committee, 2014
- Member, Counseling Services Development Center Executive Director Search Committee, 2013
- Member, Division of Student Affairs & Enrollment Management Second Year Experience Committee, 2011- 2013
- Mentor, Division of Student Affairs & Enrollment Management Canon Fellow, 2012-2013
- Chair, University Student Conduct Advisor Board, 2011- 2015
- Chair, Women's Resource Center Director Search, 2011-2012
- Family Liaison, Deceased Victim of Tragedy, 2010
- Chair, Student Involvement & Leadership Development Internal Review Team, 2010-2011
- Member, Housing & Dining Internal Review Team, 2011-2012
- Member, University Student Threat Assessment Team, 2009-present
- Member, University MAP Works Steering Committee, 2009-2011
- Facilitator, NIU Lead Summit: Intensive multi-day institute for student leaders, 2010-2011

- Member, Student Affairs & Enrollment Management Graduate Student Assistantship Recruitment Program Committee, 2009-2012
- Lead Summit Facilitator, 2010, 2011
- Dialogue on Diversity Facilitator
- LGBT Ally Trained

ACCOMPLISHMENTS

- Realign department initiatives to encompass vision of newly hired President and Vice President for Student Affairs & Enrollment Management
- Redesigned staff structure to meet the needs of student population and university priorities
- Collaborate with the Office of Academic Advising & Student Success and College of Health & Human Sciences to implement pilot for residential academic advising for Fall 2015
- Opened new 1,000 bed facility developed as a public private partnership; opened renovated facility housing 250 students
- Created a residential curriculum encompassing five learning outcomes based on theoretical approaches adapted to context of Northern Illinois University
- Served as ACUHO-I President while fulfilling responsibilities of Director of Residential Communities with two central staff positions vacant and one position on medical leave
- Citizen Service Award, Northern Illinois University Public Safety, 2012
- Certificate of Recognition (for Supportive Professional Staff), 2012, 2014
- Recipient, Student Affairs & Enrollment Management Ruth Haddock Award for Professional Development, May 1, 2014
- Recipient, GLACUHO Jack Collins Distinguished Service Award, 2014
- Recipient, Outstanding Graduate Alumni Award, Eastern Illinois University, 2015
- Recipient, ACUHO-I James C. Grimm Leadership & Service Award, 2015

MIAMI UNIVERSITY: Residence Life and New Student Programs, 2003-2009

Miami University is a public-ivy, research-based institution located in Oxford, Ohio, approximately 45 minutes outside of Cincinnati. Total student enrollment consists of 18,000 students at the Oxford campus with additional enrollment at the Luxembourg campus. Approximately 7,000 students live on campus in Oxford, OH. The Office of Residence Life and New Student Programs encompassed residential life, first year academic advising, living learning communities, orientation and introductory first year transition UNIV classes.

Associate Director of Residence Life and New Student Programs

September 2003-April 2009

- Serve as a member of the central staff of the Residence Life and New Student Programs team
- Supervise Assistant Director and four Coordinators of Residence Life, indirect supervision of 50 graduate and full time live in staff and 215 student staff
- Conduct oversight and assessment of residential curriculum
- Manage crises that occur with students living on campus
- Advise staff regarding supervision and personnel issues

- Review policies and procedures for standards of living on campus
- Recruit and select all graduate assistant and full time staff within the Office
- Support co-curricular and curricular efforts of the 35 living learning communities
- Conduct grade appeal process for student staff
- Serve as hearing officer for staff terminations
- Continue forward progress of diversity goals within the Office

UNIVERSITY SERVICE

- Member of University Community of Practice on Engaged Learning Committee
- Member of Long Range Housing Planning Committee
- Member of Sophomore Residential Curriculum Steering Committee
- Serve as liaison to the Student Leadership, Campus and Community Life Team for the Office of Residence Life and New Student Programs
- Member of University Institutional Response Team 2003-2004
- Member of Academic Services Team reporting to the Associate Vice President for Student Affairs/Dean of Students during the one year search for the Director
- Member of Student Affairs Assessment Committee
- Member of Student Affairs Council, part of the university governance structure
- Member of Student Housing Appeals Board Review Committee
- Collaborate with university departments such as: Housing, Dining & Guest Services, Student Counseling, Judicial Affairs, Student Activities, Greek Life & Miami University Police

ACCOMPLISHMENTS

- Designed residential curriculum implemented with residential students based on theoretical framework of Learning Partnerships
- In collaboration with Housing personnel, aligned room sign up process with Living Learning Community preference

BALL STATE UNIVERSITY: Housing and Residence Life, 1998-2003

Ball State University is a comprehensive four year public institution located in Muncie, Indiana, enrolling 21,000 students from 48 states and 43 countries. Housing and Residence Life encompasses residential life, business services, marketing, technology, living learning communities, housing assignments and facilities.

Assistant Director of Housing and Residence Life for Student Development

July 1998-August 2003

- Served as a member of the central Housing & Residence Life Leadership Team, administering to a residential student population of 6,700
- Supervised and coordinated summer conference operations of Housing & Residence Life
- Served as advisor for the Residence Hall Association and National Residence Hall Honorary
- Coordinated and advised residence hall conduct boards

- Coordinated and acted as liaison for Office of Admissions & new student initiatives within Housing and Residence
- Supervised Night Security program for safety of housing facilities
- Coordinated assessment efforts with Institutional Research and Academic Assessment Office for first year and transfer survey
- Administered and facilitated data distribution of the Quality of Life satisfaction assessment instrument
- Coordinated efforts of academic clusters of Communications and Physical and Mathematical Sciences
- Served on departmental and university committees including but not limited to: Freshmen Learning Council, Making Achievement Possible First Year Assessment & Making a Successful Transfer Assessment Committee, Lilly Grant II Social Norming, ISeeTV Communications Link with Health Services, Student Services Program Assistant Search Committee, Transfer Orientation, EdHi 200 Resident Assistant Class Instructor

ACCOMPLISHMENTS

- Synthesized data from Quality of Life assessment used to address issues of student retention in housing
- Aid in the establishment of core values for Department
- Established partnership with Dean of Communications regarding living learning community

ALBRIGHT COLLEGE: Student Affairs & Housing and Residence Life, 1995-1998

Albright College is a private, co-educational, religiously-affiliated, liberal arts institution, founded in 1895 located in the urban city of Reading, Pennsylvania. With an enrollment of 1,700 and an on campus population of 1,000, Albright College enrolls students from 26 states and 18 countries.

Associate Dean for Student Services

August 1996-July 1998

- Reported to Vice President of Student Services/Dean of Students
- Worked as part of a collaborative team of Student Services professionals
- Served as Dean of Students in her absence
- Supervised the Coordinator of Student Activities, the Coordinator of Residence Life, the Pennsylvania State University Berks/Lehigh Valley/Albright College Liaison, eight Resident Directors, two professional secretaries
- Supervised indirectly student staff of Resident Assistants, Freshmen Mentors, Desk Receptionists, Recreation Center Attendants, and Night Managers
- Collaborated with faculty to implement Summer Start program for at-risk first year students
- Served as judicial hearing officer for resident student violations
- Collaborated with Berks County Higher Education institutions to facilitate programming for students of all institutions within the consortium

- Coordinated housing for Penn State Berks/Lehigh Valley College students residing at Albright College
- Facilitated and allocated budget for all direct reports
- Served on various institutional committees including but not limited to: Curricular/Co-curricular Taskforce, Campus Life Council, Commencement, Family Weekend, Alcohol Taskforce, Counseling Center Advisory Board
- Performed duties of the Director of Housing and Residence Life

Director of Housing and Residence Life

Interim appointment

July 1995-August 1996

- Area of responsibility: administrator of 1000 bed program comprised of 6 residence halls and a ten building apartment complex, housing: special interest suites, substance free floors, Greek housing, first year student hall, honors housing and newly created quiet lifestyle/intensive study floor
- Created Student Residential Housing Contract
- Revised and created new training program for residence life staff
- Revised paraprofessional selection process
- Administered and directed departmental budget
- Coordinated housing assignment lottery process
- Initiated a roommate conflict resolution workshop facilitated by Freshmen Mentor staff
- Advised and mentored interns within the Department of Student Services in areas of interest such as judicial affairs, residence life and volunteerism
- Selected and trained residence life staff inclusive of Resident Directors and paraprofessional staff

ACCOMPLISHMENTS

- Led and provided direction to newly developed team of Housing & Residence Life, Student Union, Student Organizations and Greek Life
- Served as part of the consortium Penn State Berks, Lehigh Valley College and Alvernia College to address common student issues
- Created Housing Contract delineating responsibilities of College and students. Albright College formerly had a Housing Agreement that students were not held legally responsible.
- Created professional development opportunities for staff

EASTERN ILLINOIS UNIVERSITY: Housing & Dining, 1988-1995, Summer 1996&1997

Eastern Illinois University is a mid-sized public institution enrolling 10,500 students and is located in Charleston, Illinois. Approximately 5,000 students reside on campus and provide services encompassing residential life, dining, living learning communities, summer conferences, facilities, Greek housing, marketing and budget operations.

Coordinator of Illini Girls State

Summer 1996 and 1997

- Prepared and organized year round planning of conference while working in Pennsylvania
- Coordinated conference details such as: room reservations conference set up, dining and banquet requests
- Facilitated special needs of the conference attendees
- Served as a liaison between conference officials and University departments
- Administered conference billing

Central Housing Staff Member

1994-1995

- Performed duties in the University Housing Office while the Director of Housing and Dining Services position was vacant
- Coordinated strategic planning process for Housing and Dining Services
- Chaired graduate assistant search and selection process
- Developed and implemented a revised wellness philosophy of programming
- Served as liaison of Illini Girls' State conference

University Strategic Planning Coordinator

1994-1995

- Coordinated the University strategic planning process for the Student Affairs Division
- Consulted with the Departmental Directors in developing articulated plans including performance and quality indicators
- Served as one of four Planning Coordinators in a University Strategic Planning process

EASTERN ILLINOIS UNIVERSITY Charleston, Illinois

Complex Director

1991-1995

Residence Hall Counselor

1990-1991

ACCOMPLISHMENTS

- As new entry level professional, served as divisional strategic planning coordinator
- Served as first Complex Director in newly formed position

PUBLICATIONS

Martinez, P. (2013). *Para- and Pre-Professional Staff Training*. In N.W. Dunkel & J.A. Baumann (Eds.), *Campus Housing Management: Residence Life & Education* (pp. 186-201). Thomson-Shore, Inc.

Martinez, P. (2013). *The Student Experience*. *The Class of 2020: The Next European Renaissance* (pp. 26-27). Elco Extension, Amsterdam.

SELECTED RECENT PRESENTATIONS

Martinez, P. (2014). *Living on campus: Intentional crossroads of student learning*. Featured Speaker, The Eighth Annual Gulf Region NASPA Conference, United Arab Emirates University.

Martinez, P. (2013). Educator in Residence, Women's Leadership Institute, Amelia Island, FL.

Martinez, P. (2013). *Pillars of the Housing Profession: Creating Student Success*. Keynote Speaker, ACUHO-I Southern African Chapter Conference, Broederstroom, Gauteng.

Martinez, P. (2013). *The student experience*. Featured Panelist Presenter, Class of 2020 Conference, Amsterdam Holland.

Martinez, P. (2013). Keynote Speaker, First Year Success Forum, United Arab Emirates University, Al Ain, United Arab Emirates.

Martinez P. (2013). *Residence halls: Intentional crossroads of student learning*, Great Lakes Association of College & University Housing Officers Annual Conference, Indianapolis, IN.

Lowry, J., Martinez, P., Price, A., Stone, J., Workman, J. (2013). *Panel: Intentional student learning*, Great Lakes Association of College & University Housing Officers Annual Conference, Indianapolis, IN.

Martinez, P. (2013). *Are your competencies aligned with your career?* (2013) Great Lakes Association of College & University Housing Officers Annual Conference, Indianapolis, IN.

Berry, L., Boden, S., Corr, M., Martinez, P., Payne Kirchmeier, J., Sealine, A., Shaffer, J., & Stone, J. (2010-2014) *Past presidents' roundtable*. Great Lakes Association of College & University Housing Officers Annual Conferences.

Jones, J.R., & Martinez, P. (2013). *Professional identity: writing your story, telling your story*. Division of Student Affairs & Enrollment Management Staff Development, Northern Illinois University, DeKalb, IL.

Martinez, P. (2012). *Professional search process*. Guest Lecturer, CAHE 701: Personnel Services in Higher Education, Northern Illinois University, DeKalb, IL.

Martinez, P. (2009 & 2010). *Supervision of Your Crew*. Professional Staff Training, Northern Illinois University, DeKalb, IL.

Martinez, P. (2010-2014). *Laying the foundation: residential curriculum*. Professional Staff Training, Northern Illinois University, DeKalb, IL

Martinez, P. & Stang, M. (2009). *Reflections from the director's chair*. Great Lakes Association of College & University Housing Officers Annual Conference, Fort Wayne, IN.

Martinez, P. (2008). *Learning Partnerships Model and the Residential Curriculum*, Professional Staff Training, Miami University, Oxford, OH.

Martinez P. (2008). *The South Africa Experience*. Professional Staff Training, Miami University, Oxford, OH.

Martinez, P., Sturdivant, A. & Traxler, S. (2008). As part of ACUHO-I Southern African Training Delegation presented multiple training sessions for colleagues in South Africa based on the needs of colleagues present. Topics included: living learning communities, change management, the student affairs profession and organization management.

PROFESSIONAL ASSOCIATION INVOLVEMENT

- ACUHO-I Roelf Visser Southern Africa Housing Training Institute Co-Director 2017-2019;
Co-Director Elect 2016-2017
- ACUHO-I Nominations Committee, 2015-2016
- ACUHO-I Search & Transition Chair 2014-2015
 - Identified a communication plan for departure of former and entrance of newly selected ACUHO-I Executive Director
 - Crafted transition plan for on-boarding process of new Executive Director
 - Collaborated with Spelman & Johnson Group to conduct search process
- ACUHO-I Past President 2014-2015
 - Facilitated recruitment and election process for open executive board positions
 - Chaired committee of Past Presidents for selection process of ACUHO-I Award
- GLACUHO Strategic Planning Task Force, Chair 2014-2015
- ACUHO-I President 2013-2014
 - Facilitated strategic visioning for the future direction of ACUHO-I while serving as chair of the executive board
 - Served as ambassador/keynote/presenter at various conferences for ACUHO-I
 - Class of 2020, Amsterdam Holland
 - ACUHO-I Southern Africa Chapter, Pretoria, South Africa
 - Gulf Student Affairs Conference, United Arab Emirates University
 - Women's Leadership Institute, Amelia Island, FL
 - Provided oversight for acquisition and opening of new building for ACUHO-I Office
- ACUHO-I President-Elect 2012-2013
 - Coordinated strategic planning process
 - Served as committee liaison to executive board
- ACUHO-I Vice President 2011-2012
 - Served as liaison to the ACUHO-I Education & Research Foundation

- ACUHO-I Finance and Corporate Records Officer 2008-2011
 - Provide fiscal oversight of Association budget
 - Provide oversight of Association investments
 - Facilitated RFP process and selection of new audit firm
 - Organize Association records inclusive of policies, procedures and minutes
- External Reviewer for Western Michigan University Office of Residential Life, 2011
- ACUHO-I Southern Africa Training Delegation Member 2008
- ACUHO-I Strategic Planning Participant 2008
- ACUHO-I Executive Board, Secretary 2007-2008
- ACUHO-I Program Committee, 1999-2000; 2005-2007
- ACUHO-I Leadership Assembly participant 2004-2005
- ACUHO-I Professional Development Committee, 1998-1999
- NASPA member
- ACPA member
- ACPA Residential Curriculum Institute
 - Faculty Member 2012, 2014
 - Institutional Spotlight Presenter 2011, 2012
- NASPA/ACPA Joint Meeting Pre-Conference Committee 2007
- GLACUHO Exhibitor Advisory Board 2011-2013
- GLACUHO Case Study Judge 2006-2013
- GLACUHO Financial Advisory Board 2009-2011
- GLACUHO Executive Board Member
 - President-Elect, President, Past President, 2003-2006
 - Professional Development Committee Chair, 2001-2003
 - Illinois State Delegate, 1991-1995
- GLACUHO Awards & Recognition Committee, 1988-1991
- MACUHO Executive Board Member, Conference Co-Chair 1998
- MACUHO Educational Programs Committee, 1995-1998
- Indiana Housing Officers Drive-In Conference Host Chair, 2003
- GLACURH Hallenbeck Service Award, 2013
- GLACURH Consultant In Residence 2004
- GLACURH Regional Advisor, 1998-2000