

Talitha J. Lewis, Ed.D
tjlewis@pvamu.edu
936-261-3416

Education

Texas Southern University Houston, Texas Doctor of Education Administration Dissertation Topic: “The Effect of Teacher’s Cultural Stereotypical Beliefs on the Academic Achievement Among African American Males”	May 2013
University of Houston - Victoria Victoria, Texas Educational Diagnostician Specialist	May 2010
Prairie View A&M University Prairie View, Texas Master of Science Degree - Counseling	May 1993
Prairie View A&M University Prairie View, Texas Bachelor of Science – Elementary Education	May 1990

Professional Experience

Prairie View A&M University (PVAMU)
Director of Strategic Partnerships and K-12 Outreach May 2016 - present

Serve as the Director and the university chief certifier for the K-12 partnerships with school districts and articulation agreements with the community colleges, reporting to the Vice President for Enrollment Management and working collaboratively with each of the twenty-five school districts and ten community colleges. Provide leadership for establishing all Memorandum of Understandings and Articulation Agreements contracts, including the carry out of all agreed services as such K-12 summer camps, leadership conferences, admissions workshops, community college day, success points, graduation, recruitment experiences, financial aid, and scholarship guidance.

Responsibilities

- Provide guidance for the academic and student success initiatives across the 25 partnering school districts and 10 community colleges;

- Plans, organizes, and supervises the implementation of university college partnership and outreach projects and events.
- Develop a recruitment plan for partnering school districts' dual credit programs.
- Supervisor, trains and evaluates students' assistants in ongoing recruitment projects such as campus tours, mailouts, phone campaigns, and Ambassadors;
- Assess current dual credit student needs and course offerings for the partnering school districts;
- Collaborate with partnering school districts and the Dean of the colleges to develop a University Partnering School Signing Day for both parties to sign MOU and AA agreements;
- Lead the planning, budget development, budget management, and personnel evaluations for the department;
- Recruit potential students at fairs, conferences, and other recruitment audiences to communicate the advantages and opportunities for undergraduate/graduate studies;
- Work closely with academic Deans to highlight the K 12 partnering school districts and highlight academic course offerings and available degree plans;
- Collaborate with school district superintendents and point of contact in twenty-five school districts to better prepare students for higher education;
- Launch active development, leadership, and student life programs that actively engage students throughout their college experiences;
- Maintain a collaborative, engaged, transparent, and strategic partnership with internal and external stakeholders to advance institutional enrollment, retention, graduation, and budgetary goals and objectives;
- Work closely with the orientation team to facilitate an effective student visitation day that includes: registration, college visitation plan, advisement, and financial aid information sessions

Selected Accomplishments

- Built cross-campus relationships with Enrollment Management and the Colleges to promote university award-winning programs and bring awareness to the K 12 community and community colleges;
- Oversight of student data collection and assessment for student enrollment;
- Increased the number of partnerships by 40% in the first two-year offerings;
- Doubled number of students for the K-12 Leadership Partnering School Conference, Elementary and Middle School Day;
- Increased University Wide K-12 Summer Outreach camps by 50%;

- Established a Non-Greek Student Organization – SPOT, Student Partnerships, and Outreach Team to assist with recruiting students from their home school district to attend the university.

Prairie View A&M University (PVAMU)

Adjunct Professor -Faculty Affiliation

College of Education:

January 2015 - present

Served as the adjunct professor for the college, responsible for assessing the needs of the department and university. Each semester I review and improve the syllabus, and understand students' needs in order to develop engaging lesson plans that address the individualized demands of the students.

Classes Taught:

- ECED 3003: Introduction to Early Childhood
- CUIN 4013: Instructional Planning and Assessment
- CUIN 4113: Instructional Methodology and Classroom Management
- ECED 4123: Clinical Experiences
- SPED 3003: Introduction to Exceptional Education
- ECED 4013: Young Child/Cognitive Development
- First Year Experience – Freshman Class

Prairie View A&M University (PVAMU)

Director of Engineering Services

Roy G. Perry College Engineering

June 2014 – May 2016

Served as the director of the college, responsible for all aspects of recruitment, implementing, and evaluating a comprehensive array of programs designed to enhance the growth of current students. Provided leadership with career placement for undergraduate and graduate students, including, serving as an individual who provided a conduit of information for job opportunities, fellowship/co-ops, and national conference information. Collaborated with fortune 500 companies, traveled to career fairs and conferences, assisted students with writing resumes, and provide interview preparation workshops.

Responsibilities

- Led and managed all operational activities regarding the engineering student supplemental program.
- Conducts workshops and seminars concerning career preparation, interview skills, and job search techniques.
- Planned and coordinated various student leadership conferences.
- Developed all aspects of the college's recruitment plan, including, recruitment fairs, school visits, on-campus college programs,

Panther Land Day, individual parent and student tours, and follow-ups on parent and student inquiries.

- Advises and counsels students regarding career selections, job searches, and internships.
- Serve as the direct support for the National Science Foundation – Louis Stokes Alliances for Minority Participation (NSF-LSAMP) program as the coordinator of day-to-day operations and reports.
- Planned, coordinated, and facilitated the College’s premier five-week summer bridge program, CE2I, including budget proposals, field trips, extracurricular activities, projects, food, housing, advertising/marketing, enrollment, and scholarships.
- Planned and implemented development activities in support of endowments, scholarships, capital needs, enhancements, and annual discretionary funds.
- Serve as a member of the College of Engineering administrative team, supervised seven full-time employees and eighteen student workers.
- Tracked, reported, and documented student internships and employment statistics.

Selected Accomplishment

- Selected for the Most Outstanding Vanguard Advisor Award for the National Society of Black Engineers;
- Doubled the number of summer bridge program participants in a year;
- Improved retention of upperclassmen students in the engineering program by 30%;
- Increased Stem Town revenue from \$150,000 to \$200,000;
- Coordinated college Supplemental Instructional Retention Program;
- Successfully expanded peer tutoring program (doubled the number of trained tutors and tutor sessions).

Hempstead Independent School District (HISD) High School Principal/Educational Consultant May 2013 – June 2014

Served as the District High School Principal to provide strategic leadership to all operations of the high school. Created a safe learning environment and set performance goals both for the students and teachers.

Responsibilities

- Executed all administrative, supervisory, academic, and leadership functions as a high school principal for grades 9 -12;
- Served on various committees, designed and implemented educational tutorial programs to ensure the success of students;
- Collaborated with faculty, staff, students, parents, and the community;
- Supervised 40 teachers, 15 paraprofessionals, and 10 staff members.
- Conducted professional staff development and faculty meetings on a weekly basis.

Selected Accomplishment

- Reduced student discipline issues by 40% by developing a community leader's mentor program for the males;
- Increased the after-school program attendance by 60% by providing transportation to get home;
- Increased student attendance by 30% by implementing incentives during spirit day.

Houston Independent School District Houston, Texas

Elementary School Counselor and Test Coordinator August 1995 – May 2013

Provided counseling services to students by assisting them to understand and overcome social behavioral and academic problems. Maintained and updated all files and testing materials to ensure the security of all the testing materials at all times.

Responsibilities

- Performed administrative duties and served as a member of the leadership team;
- Effectively planned the school guidance and counseling program to meet identified needs;
- Developed and implemented parent support groups for at-risk students;
- Provided counseling as a related service to special education students to meet the counseling requirements for their Individualized Education Programs (IEP).

Selected Accomplishment

- Created a professional and paraprofessional manual that consisted of testing organization and administration for fellow counselors in the district;
- Provided a True Colors model to the staff to explore their personality temperaments.

Other Professional Experience

Wharton Junior College Wharton, Texas May 1995 – May 1999
Child-Development Part-Time Instructor

Houston Independent School District Houston, Texas August 1990 - 1995
Elementary School Librarian
Kindergarten/Second Grade Teacher

Professional Affiliations

- American Association of Blacks in Higher Education
- Phi Delta Kappa
- National Society of Black Engineers Junior
- National Clearinghouse for Leadership Programs
- Omicron Delta Kappa, The National Leadership Honor Society
- International Black Doctoral Network Association, Incorporated
- National Education Association (NEA)
- National Association for the Education of Young Children (NAEYC)

Professional Publications

- Lewis, T.J., Davis, R., Hall, G., Lamb, T., Milton, O. (2016). The Effects of Selected Demographics Factors on Teachers' Cultural Stereotypical Beliefs Regarding the Middle School Students, Vol. 2 No. 4. *International Journal of Humanities and Social Science Review*.
- Lewis, T.J., Poats, L., Davis, R. (2016). The Effect of Teacher's Cultural Stereotypical Beliefs on the Academic Achievement Among African American Males, Vol. 5, No 1 pp. 1-7. *Journal of Education and Human Development*.

Community Affiliations

- Top Ladies of Distinction, Incorporated
- United Negro College Funds

- United Way Days of Caring
- Jack and Jill of America, Incorporated
- Top Teens of America, Incorporated
- Alpha Kappa Alpha Sorority, Incorporated
- Boy Scout of America, Incorporated
- Houston Food Bank Volunteer

Service to the Academic Community

- Compliance Investigator
- Chair of the Search Committee for the Engineering Program
Coordinator & Administrative Assistant
- Chair of Retention Team
- Member of, the University Scholarship Team
- Co-chair, Student Recognition
- Chair, Engineering College Scholarship
- Chair, Student Assembly
- Member, University Strategic Planning Committee

Technical Abilities

- Banner 9
- PeopleSoft
- Zoom
- TEAMS
- Microsoft Suite
- ARGOS
- Workday