

JAMES R. HURD, EdD
jhurd@uwf.edu

Resume

Home Address:
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Professional Profile

27 years of progressively responsible experience in student affairs including current experience as a senior student affairs officer supervising a variety of functional areas and the associated professional, pre-professional, support, and student staff; experience managing multiple priorities and projects; experience developing and managing budgets in a variety of fund sources; knowledge of and experience with the development of student learning outcomes and assessment practices; knowledge of guiding strategic planning processes; experience working with a diverse constituency; effective communication skills; knowledge of student development theory and practice.

Education

EdD, Educational Management, University of West Florida, 2000
MA, College Student Personnel Services, Northwestern State University of Louisiana, 1982
BA, English, North Georgia College, 1980

Professional Employment History

The University of West Florida, Pensacola, FL (1986- Present)

Associate Vice President and Dean of Students (April 2007-Present);
Associate Vice President (June 2004-April 2007);
Assistant Vice President and Director (August 2003-June 2004);
Instructor (adjunct appointment) and Program Coordinator for College Student Personnel Master's Degree, College of Professional Studies (August 2003 - Present);
Director, University Commons and Student Activities (August 1986 – August 2003)

Texas A&M University, College Station, TX (1982 – 1986)

Program Director, Memorial Student Center (June 1984 - July 1986);
Senior Program Advisor, Memorial Student Center (September 1983 - June 1984);
Program Advisor, Memorial Student Center (August 1982 - September 1983)

Professional Experience

Senior Student Affairs Leadership Experience

Currently serving as associate chief student affairs officer reporting to the Vice President for Student Affairs and authorized to act on behalf of the Vice President when appropriate.

Responsible for providing senior leadership to various student affairs programs, services, and facilities (cumulative):

- Dean of Students Office
- Housing and residence life
- Student rights and responsibilities
- Student transition programs
- Disabled student services
- Student activities and student union
- Recreation facilities and programs
- Counseling and health services
- Testing center
- Campus childcare

Initiate and manage the development of strategic planning, operational planning, and budget/resource/facility development for specified areas of responsibility.

Monitor and facilitate divisional assessment processes.

Serve on University standing and ad hoc committees, consult with faculty and other administrators regarding the educational and personal development of students, serve as a liaison to other departments on campus, and supervise student interns as appropriate.

Academic Engagement and Support Experience

Co-direct the Quality Enhancement Plan (QEP), a SACS accreditation requirement and campus-wide initiative focused on improving and institutionalizing strategies to improve student learning outcomes and assessment practices. Assist with drafting QEP documents including initial QEP proposal and subsequent reporting requirements. Collaborate with Academic Affairs Co-director to manage plan implementation. Attend SACS Commission on Colleges meetings and conferences to represent the interests of the University. Participate as a SACS visiting committee member to expand expertise and knowledge of SACS in general and the QEP process specifically. Co-present sessions at SACS meetings highlight the work done at UWF.

Serve as primary academic advisor to graduate students in the College Student Personnel Administration program. Manage teaching assignments for major courses. Oversee program assessment efforts. Lead curricular changes and updates.

Graduate Courses taught: The American College Student: Trends and Issues; A Survey of Literature in College Student Personnel Administration; Assessment Issues in Student Affairs; Internship in Higher Education; various directed studies.

Student Affairs Department Head Experience

Responsible for Student Programs and Activities: Campus Activity Board, Union Recreational Games Programming, Registered Student Organizations, Greek Affairs, Leadership Programs, Student Homecoming Program.

Responsible for Student Union Operations and Services: Facility Management (student center and conference center), Facility Reservations and Event Services, Rental of University Facilities to Non-University Entities.

Entry Level and Mid-Management Experience

Responsible for coordinating and advising student leadership in the following student directed programs: Committee for the Awareness of Mexican American Culture, Political Forum (lecture committee), Madrigal Dinner, Basement (lower cost scale entertainment), The Grove (outdoor film series/special events facility), Town Hall (major concert series), and Broadway (national touring theatrical productions).

As senior program advisor, supervised graduate assistant and entry level program advisor; as program director, supervised several professional staff and student volunteers.

James R. Hurd
4770 Timberland Drive
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June 12, 2009

Search Committee
Vice President for Student Affairs
University of West Florida
11000 University Parkway
Pensacola, FL 32614

Members of the Search Committee:

Please consider me a candidate for the position of Vice President for Student Affairs. As my resume indicates, I have had nearly 27 years of progressively responsible professional experience in student affairs. The time I have spent here at the University of West Florida has been exciting and fulfilling. I deeply appreciate the opportunities I have had to grow professionally as I took on new and more complex work assignments. I am still very stimulated by and happy with my work, the staff team, and the students here at UWF. The position of Vice President is, I believe, a natural next step for me.

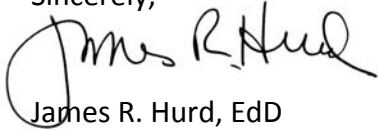
I have been a part of the University of West Florida family for almost 23 years. I came here in 1986 as Director of Student Activities. At that time I was responsible for a staff of only 3 full-time employees and less than a dozen student employees. Over time the "Student Activities Office" became the "University Commons and Student Activities" and emerged as a more comprehensive student union model including student programming, student involvement, and student center operations. With the coming of a new Vice President for Student Affairs in February 2003 I was offered the opportunity to expand my scope of work by becoming Assistant Vice President for Student Life while continuing to direct the University Commons and Student Activities operation. Then in the early summer of 2004 I was again given the opportunity to assume additional duties as Associate Vice President. Finally in 2007, in response to growing budget issues and a need to shrink the footprint of divisional senior leadership, I assumed the additional role of Dean of Students.

At this point in my career I have had direct experience providing senior leadership to most of the programs and service units within the division and I have had significant collaborative experience with the rest. I have provided leadership in divisional planning and assessment work. I have contributed to a divisional budget process driven by strategic planning. My work leading and teaching in the College Student Personnel Administration graduate program has given me fresh insight into the scholarship of practice in the student affairs field and has served to keep me invigorated professionally. I believe that I have developed a vision for the future of student affairs at UWF and I would hope to combine a respect for what was successful in the past with a clear understanding of the potential offered by the future.

In conclusion, I am very committed to continuing my service to the University of West Florida and I hope to do so in the role of Vice President for Student Affairs. I hope you will agree that my qualifications are sufficient to warrant consideration for this post.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "James R. Hurd". The signature is written in a cursive style with a large initial "J" and "H".

James R. Hurd, EdD

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jhurd@uwf.edu

Reference List

Dr. Deborah Ford
Vice President for Student Affairs
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850-474-2214
(current supervisor)

Dr. Linda Dye
Vice President Emeritus
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850-994-1016
(past supervisor)

Dr. Carl Backman
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Tom Henderson
Vice President for Administrative Affairs (retired)
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850-932-4719