

EDUCATION

Ed.D. Student Affairs Administration and Leadership

University of Wisconsin- La Crosse

Admitted: Beginning May 2018

Masters of Education, Higher Education Administration

Wayland Baptist University, Plainview, TX

Date of Graduation: February 2011

GPA: 4.00

Final Research Paper: *Student Success in Multiple Developmental English and Developmental Math courses at Howard College*

Bachelor of Science, Food Science & Technology and Poultry Science (Double Major)

Texas A&M University, College Station, TX

Date of Graduation: May 2006

Overall GPR: 3.619, *Cum Laude*

TEACHING EXPERIENCE

Angelo State University, San Angelo, TX

Adjunct Instructor, College of Education

Graduate-level courses in Education

October 2017-Present

- *Grading student assignments in online courses primarily in the Student Development and Leadership Program.*
- *Courses include: Student Affairs and Administrative Services, College Student Development, Student Learning Outcome, Tests & Measurements.*

Howard County Junior College District, San Angelo, TX

Adjunct Faculty- Developmental Math (second course in a series of four)

Fall 2009 semester

- *Taught an evening course in college preparatory math.*
- *Prepared course materials, develop quizzes and tests, and assess student learning outcomes.*

WORK EXPERIENCE

Angelo State University, San Angelo, TX

Assistant Director of Admissions (Outreach & Transfer Services area)

November 2013-Present

- *Continued the same responsibilities as Transfer & Articulation Specialist, but with additional duties assigned.*
- *Supervise Dual Credit Coordinators and dual credit operations enrolling over 1,800 dual credit students in the off-site dual credit program during initial year (2015-2016). Serve as campus lead for organizing dual credit initiatives including admission, registration, MOU signings, library services, SACSCOC implications and student accounts.*
- *Supervise Outreach Coordinators funded by HSI Title V and Title III grants responsible for K-8 outreach initiatives and campus tours.*
- *Supervise Transfer Coordinators responsible for recruiting transfer students and making admission decisions including reviewing application files and calculating GPAs.*
- *Serve on the Admissions Leadership team responsible for outlining admission processes, recruitment initiatives, CRM system development and implementation, and identifying staff needs and opportunities.*
- *Lead efforts to establish articulation agreements with Texas community colleges to increase transfer student enrollment and graduation rates.*
- *Serve as contact on campus for faculty and advisors regarding transfer operations and questions.*

Angelo State University, San Angelo, TX

Assistant Director of Outreach & Transfer Services

Mikulik, Kerri

June 2013-November 2013

- Continued the same responsibilities as Transfer & Articulation Specialist, but with additional duties assigned.
- Supervise the newly established ASU VETS (Veterans Educational & Transitional Services) Center including processing of veterans' benefits and development of ASU Green Zone Training program to promote veteran and military advocacy.
- Make admission decisions for all transfer students including reviewing application files and calculating GPAs.
- Maintaining transfer equivalency tables on the ASU Admissions website.
- Assist with entering transfer coursework and determining course equivalencies.
- Building institutions and courses in Banner.
- Serve as primary contact on campus for faculty and advisors regarding transfer operations and questions.

Angelo State University, HSI-STEM Grant, San Angelo, TX Transfer & Articulation Specialist

July 2012-June 2013

- Work closely with faculty and administration of Angelo State and community colleges, primarily Howard College.
- Facilitate curriculum review with secondary and/or college experiences to create 2+2 pathways leading to transfer.
- Serve as a resource to counselor, students, and faculty at secondary, community college and transfer institutions.
- Coordinate with other articulation efforts on ASU and Howard College campuses.
- Prepare detailed reports of activities and statistical analysis.
- Create and distribute information on STEM transfer operations.
- Assist with entering transfer work, updating transfer equivalency tables, and developing transfer processes.

Center for Security Studies, Angelo State University, San Angelo, TX Program Advisor

October 2010-July 2012

- Advise students pursuing on-campus and online Bachelor's and Master's degrees in Security Studies, Border Security, and Criminal Justice
- Assist students regarding admissions process
- Assist students with transferring coursework from other institutions and from military experience
- Attend Recruiting events, primarily at Department of Defense and military functions
- Lead university efforts to provide a user-friendly environment for online students
- Lead university efforts to establish military-friendly degree programs and admissions/registration processes
- Remain up-to-date on rules regarding military tuition assistance, VA Benefits (GI Bill), and state benefits (Hazlewood)
- Direct students in applying for financial aid and military benefits
- Coordinate the submission of proposals for new degree plans to the college and university curriculum committees and THECB.
- Use the Banner student information system to process student information
- Coordinate the Air University Associate to Baccalaureate Cooperative (AU-ABC) program for Bachelor's degrees with the U.S. Air Force
- Serve as Departmental Webmaster

Howard County Junior College District, San Angelo, TX Student Services Coordinator

October 2008-October 2010

- Advise students on career fields and majors offered on the San Angelo campus, admissions process and placement test requirements, and transferring to 4-year universities.
- Supervise the academic advising, community outreach, and financial aid offices.
- Serve as the Veterans Affairs Certifying Official for GI Bill benefits for the San Angelo campus
- Assist with recruiting events and demonstrate the ApplyTexas application process.
- Serve as the Campus Disciplinary Officer for student behavior enforcement.
- Serve as Campus Graduation Official by conferring degrees and verifying degree completion.
- Use the POISE student information system to process student information.
- Serve as the TSI official on the campus to ensure student TSI compliance.
- Grant student academic suspension appeals and requests for excessive hour load.
- Acquired experience in Americans with Disabilities Act, FERPA, SACSCOC Accreditation, and FAFSA.
- Represent student services on the District Student Services Council Committee, the Campus Academic Advising Committee, and the District Strategic Planning Committee.

Department of Nutrition and Food Science, Texas A&M University, College Station, TX Academic Advisor II

May 2006-August 2008

Mikulik, Kerri

- Advise students on course schedules and major selections.
- Assist freshmen, transfer students, non-degree seeking students, and readmit students in the admissions process.
- Recruit potential students to Texas A&M University, the College of Agriculture and Life Sciences, and the Department.
- Process Q-Drops, Grade Exclusions, Financial Aid Appeals, and other registration functions.
- Use SIMS program to process student information such as course registration and degree audits.
- Participate in New Student Conferences for freshmen and transfer students by making presentations to students and parents, registering students for courses, and providing guidance in the transition from high school or community college to Texas A&M University.
- Prepare and submit new course requests and changes to the College Undergraduate Program Committee.
- Organize departmental scholarship applications and disbursement.
- Participate on committees relating to recruitment, diversity, student activities, scholarships, and curriculum.
- Organize departmental student awards banquet during Parents' Weekend.
- Collect survey information of current and former students related to curriculum and concerns.
- Design publications and recruitment materials.
- Assist students in job and internship placement.
- Serve as Departmental Webmaster.
- Supervise other staff members and student workers.

Department of Nutrition and Food Science, Texas A&M University, College Station, TX

Part-time student position

August 2005-May 2006

- Organize meetings, events, and travel arrangements for students and faculty.
- Design and publish marketing materials.

Institute of Food Science and Engineering, Texas A&M University, College Station, TX

Part-time student position

June 2002-August 2005

- Organize meetings, events, and travel arrangements for students and faculty.
- Design and publish marketing materials.

RELATED EXPERIENCE/INVOLVEMENT

▪ **Southern Association of Colleges and Schools- Commission on Colleges (SACSCOC) Fifth Year Interim Report Committee 2 Member**

Spring 2018

Review SACSCOC Standards 10.6 Distance and Correspondence Education and 14.3 Comprehensive Institutional Reviews and prepare narrative to include in the Fifth-Year Interim Report

▪ **SACSCOC Fifth Year Interim Report Committee 9 Member**

Spring 2018

Review SACSCOC Standards 10.7 Policies for Awarding Credit and 10.9 Cooperative Academic Arrangements and prepare narrative to include in the Fifth-Year Interim Report

▪ **ApplyTexas Advisory Committee (Texas Higher Education Coordinating Board)**

September 2017-Present

Represent ASU on the state-wide committee to discuss and vote on proposed changes to improve the application forms or procedures for the upcoming application cycle.

▪ **ASU Housing Advisory Committee**

2017-2018

Serve as the Staff Senate representative on the Housing Advisory Committee to provide feedback relative campus housing issues, suggestions, and policy changes.

▪ **Upward Bound TRiO Grant Application Committee**

Spring 2017

Serve as the primary point of contact at Angelo State University to submit a Department of Education Upward Bound TRiO Grant. Collaborated with school districts in the Info-Net Consortium, a grant writer, and the Office of Sponsored Projects to gather grant application materials, develop a budget, research information, solicit community partners, and review the grant application and provide feedback. Scored 98/103 from all three evaluators. The grant was not awarded as only previous grant recipients were funded.

▪ **Leadership San Angelo graduate**

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October 2016-July 2017

Attended a series of ten informative, one-day sessions covering community needs and concerns. These sessions provide information on the city through lectures, dialogue between participants and community decision-makers, and tours of various community facilities. Topics included San Angelo economy, public education, decision-making processes, tool of leadership, cultural and recreational facilities and organizations, social and charitable agencies, government and criminal justice, housing and employment, problems of aging and poverty, and youth concerns. Selected group projects in which to participate including Children's Advocacy Center Christmas Adoption, Helping Hands Volunteer Blitz, and Boy Scouts Camp Clean-up.

▪ **Angelo State University Traditions Committee**

September 2016-Present

Meet with others on the ASU Campus to develop traditions to engage students, ensure the continuation of existing traditions, and consider community involvement in traditions and ASU spirit.

▪ **Angelo State University Staff Senate, Staff Relations Committee Chair**

May 2016-Present

Organize events on and off campus including Independence Day Celebration, Homecoming Spirit Rally, Helping Hands Volunteers, San Angelo Rodeo ASU Day Volunteers, Concho Christmas Light Tour Volunteers, HEB Feast of Sharing Volunteers, Military Appreciation Day Football Game, and selling of Pink Out shirts for breast cancer awareness.

▪ **Info-Net Consortium Board Member**

October 2015-Present

Attend meetings with school administrators from nine small West Texas school districts to discuss dual credit partnerships, enrollment of dual credit students using interactive TV (iTV), and grant opportunities to expand dual credit opportunities for students

▪ **Angelo State University Staff Senate, Alternate**

May 2013-May 2015

Served as Chair of the State Employee Charitable Campaign soliciting donations for charitable organizations.

▪ **Roscoe Collegiate Independent School District STEM Advisory Committee**

August 2013-Present

Attend quarterly meetings to provide feedback to the ISD regarding their early college high school and STEM academy model.

▪ **Angelo State University, VETS Planning Committee**

December 2011-January 2013

Work with colleagues to develop resources on campus for military veterans, active duty servicemembers, and their families. Assist in the development of the VETS (Veterans Educational and Transitional Services) Center on-campus to become the main resource center for veterans and active military

▪ **Howard College San Angelo, Veterans Club Advisor**

November 2009-October 2010

Work with interested students to develop an organization for military veterans; organize meetings and socials; notify students about the organization.

▪ **Texas A&M University Advisors & Counselors, Symposium and Advisor Briefing Days Organizing Committee**

June 2007-February 2008

Organize a one-day event for over 100 undergraduate academic advisors on the TAMU College Station campus. Work with colleagues to develop agenda, secure speakers, reserve facilities, and marketing of the event.

▪ **TAMU Department of Nutrition and Food Science Undergraduate Program Committee**

May 2006-April 2008

Discuss possible curriculum changes and enhancements; manage necessary paperwork for proposed changes.

▪ **Department of Nutrition and Food Science, Awards Committee Member**

May 2006-April 2008

Collect support materials for awards for university-level awards and ensure submission of materials for nominees within the Department. Review applications for departmental staff, faculty, and student awards to select award recipients including academic awards and scholarship awards.

▪ **Texas A&M University Food Science Club, Staff Advisor**

August 2006-April 2008

Support student organization leaders in the planning of field trips, meetings and informational sessions, fundraising, and volunteer activities.

▪ **Texas A&M College of Agriculture and Life Sciences Recruiting Implementation Team**

October 2006-April 2008

Serve on the inaugural committee to discuss college-wide recruitment including the development of marketing materials consistent across all departments within the college, planning of specialized recruitment events, and development of a strategic plan for College recruitment.

▪ **Aggieland Saturday, College of Agriculture and Life Science Organizing Committee**

2006: Student Representative, 2007-2008: Department Representative

Assist in the organization of the College portion of the event including selection of a theme, facilities requirements, volunteer organization, and day-of-event responsibilities.

PROFESSIONAL HONORS/AWARDS

- **Angelo State University, President's Award for Staff Excellence Recipient**
March 2018
Excellence in Innovation
One of four staff on-campus to receive a staff excellence award for 2017-2018.
- **ASU Student Affairs and Enrollment Management (SAEM) Most Spirited Staff Award Recipient**
September 2017, SAEM Annual Retreat
- **Angelo State University, Ram Star Staff Award Recipient**
May 2017
- **Angelo State University, Staff Excellence Award Nominee**
March 2017
Nominated for Excellence in Leadership
- **Selected for Leadership San Angelo program**
October 2016
One of 35 participants selected from San Angelo leaders to participate in the program
- **Angelo State University, Staff Excellence Award Nominee**
March 2016
Nominated for Excellence in Leadership
- **Angelo State University, Ram Star Staff Award Recipient**
June 2012

PRESENTATIONS

- Mikulik, K. (2017, January 24). *The Strategy of Selecting Dual Credit Courses*. Lone Star State School Counselor Association Conference, Frisco, TX.
- Mikulik, K. (2012, February 15). *Military for Dummies*. Texas A&M University Advisors and Counselors (UAC) Annual Symposium, College Station, TX.
- Mikulik, K. (2011, November 17). *Making Your Campus Military Friendly*. Texas Association of Collegiate Registrar and Admissions Officials (TACRAO) Annual Conference, San Antonio, TX.

PROFESSIONAL DEVELOPMENT

- NACEP (National Association of Concurrent Enrollment Partnerships) Summer Institute, Austin, TX (2017).
- Lone Star State School Counselor Association Conference, Frisco, TX (2017).
- Ruffalo Noel Levitz National Conference on Student Recruitment, Marketing, and Retention (2016).
- National Alliance of Concurrent Enrollment Partnerships (NACEP), Denver, CO (2016).
- West Texas Association of Collegiate Registrar and Admissions Officials (TACRAO) Residency Training, San Angelo, TX (2016).
- West TACRAO Annual Meeting & Host Institution, San Angelo, TX (2016).
- West TACRAO Annual Meeting, Lubbock, TX (2015).
- National STEMTech Conference, Atlanta, GA (2013).
- National Institute for the Study of Transfer Students Annual Conference, Frisco, TX (2013).
- Angelo State University Green Zone Training- Military Friendly Zone, San Angelo, TX (2013).
- Texas A&M University Advisors and Counselors (UAC) Annual Symposium, College Station, TX (2012).
- TACRAO Annual Conference, San Antonio, TX (2011).
- Military and Veterans Summit- Texas Tech University, Lubbock, TX (2011).
- Western Association of Veterans Education Specialists Annual Conference, Las Vegas, NV (2010).
- Jenzabar Central Regional User Group Meeting, Dallas, TX (2009).
- Western Association of Veterans Education Specialists Annual Conference, Oklahoma City, OK (2009).
- Texas A&M University Advisors and Counselors (UAC) Annual Symposium, College Station, TX (2008).
- QPR Gatekeeper Training- Suicide Prevention, College Station, TX (2007).

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- Texas A&M University Advisors and Counselors (UAC) Annual Symposium, College Station, TX (2007).
- Texas A&M Annual Assessment Conference, College Station, TX (2007).

COMMUNITY SERVICE/INVOLVEMENT

- **Meals for the Elderly Donation Collection**

Spring 2017-Present

Initiated a program to collect needed items to donate to the Concho Valley Meals for the Elderly program. Gathered donated items monthly from the Student Affairs and Enrollment Management division including hotel toiletries, magazines, health supplies, and other donated items and deliver to Meals for the Elderly.

- **Tom Green County Relay for Life, Team ASU Team Member**

Fundraising January 2017-April 2017, Event May 2017

Fundraising January 2018-April 2018, Event May 2018

- **Helping Hands Volunteer Event**

Spring 2017 Team, Spring 2018 Team

Organize group of volunteers to provide minor home repairs for Senior Citizens in the San Angelo community; Serve on a group providing services to a family in the community.

- **Texas A&M Singing Cadets Host Family**

March 2017

Provide housing to a Texas A&M student in the traveling Singing Cadets as they visit San Angelo.

- **Make a Cowboy's Christmas Event**

November 2016

Adopt a student from the West Texas Boys Ranch to provide Christmas gifts and needed items to a boy in need.

- **St. Ambrose Catholic Church 1st grade CCD teacher**

September 2015-Present

Teach a group of 1st grade students every Sunday from September-April.

- **Wall Elementary School Fall Carnival Volunteer**

October 2016

Volunteer time at the carnival for activities which raise money for school supplies and activities.

- **St. Ambrose Catholic Church Annual Church Festival Volunteer & Committee Involvement**

October annually 2008-Present

Volunteer time at the festival for activities which raise money for church initiatives.

2018-2020: Co-Chair- Games Committee (Two year term)