

ANELLE S. MOSS

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EDUCATION

Ph.D., Higher Education Leadership, Florida Atlantic University, Boca Raton FL, May 2016

Dissertation Title: *The impact of shifting funding level on the institutional effectiveness of historically black colleges and universities.*

M.Ed., Higher Education Leadership, Florida Atlantic University, Boca Raton, FL, May 2014

Master of Business Administration (MBA) - Management, Florida Agricultural & Mechanical University, Tallahassee, FL, August 2010

B.S., Business Administration (Marketing), Florida Agricultural & Mechanical University, Tallahassee, FL, April 2008

Certification in Managing & Facilitating Online Instruction, University of the West Indies (Open Campus), 2014, 2016

Certification in Appreciative Advising, Florida Atlantic University, Boca Raton, FL, March 2016

Certified Appreciative Advisor, Florida Atlantic University, Boca Raton, FL, June 2020

PROFESSIONAL EXPERIENCE

STUDENT SUCCESS COORDINATOR, Broward College, Davie, FL, 33314, (Jan 2020 – Current)

Provides leadership to the Seahawk Outreach Services (SOS) Department (Central Campus) by establishing and maintaining strategic partnerships with internal departments at Broward College, as well as external community agencies within Broward County to assist students. A special focus is placed on students with immediate non-academic student needs include, but are not limited to the following: (1) housing/utility insecurities, (2) homeless waiver assistance, (3) food insecurities, (4) financial assistance, (5) childcare assistance, (6) transitioning from foster care to independent living, (7) stress management/mental health counseling (8) legal aid referral, and (9) transportation concerns.

DIRECTOR OF EDUCATION, Florida Career College, Hialeah, FL (May – Oct 2018)

Provided rejuvenating academic leadership to enhance student retention, completion, and the entire holistic student experience.

- Pioneered the academic planning and development of 7 programs.
- Prepared class schedules to optimize class size to optimize student learning experiences for 400+ students.
- Monitored campus-level metrics related to retention, attendance, and completion outcomes.
- Complied with applicable federal and state laws and regulations, accreditation standards, and institutional policies and procedures

ACADEMIC/ STUDENT SUCCESS MANAGER, Florida Atlantic University, Boca Raton, FL (Feb – Dec 2017)

Promoted the internationalization of FAU's campus in the Global Student Success Program via FAU's only international pathway program.

- Oversaw the operation processes that directly impacted student retention, academic growth, and campus experiences.
- Ensured standards for academic integrity and performance for both students and faculty were accurately developed, upheld, and in alignment with FAU's institutional policies.
- Provided leadership, supervision, and support to Student Experience Specialist and Student Success Advisor with a key focus on mentoring, academic advising, tutoring, student events, and overall student assimilation within FAU's campus and the community at large.
- Maintained positive relationships with key university stakeholders to support overall student retention, matriculation, and overall success.

INTERIM DIRECTOR OF ACADEMICS, Hope College of Arts & Sciences, Pompano Beach, FL (Jan – May 2016)

Worked collaboratively with the administrative/faculty team to develop a strategic plan for the Office of Academic Affairs.

- Provided leadership in collaboration with other administrators for academic program planning, development, administration and evaluation.
- Encouraged and supported innovations to improve teaching, learning, and professional development.
- Met regularly with other administrators to discuss, inform, and resolve mutual problems and issues surrounding faculty affairs, academic programs, and academic support services.
- Investigated student academic concerns and addressed student questions related to academic matters.

DIRECTOR OF FINANCIAL AID, Hope College of Arts & Sciences, Pompano Beach, FL (May 2015 – May 2016)

Pioneered the development and implementation of the policies and procedures to ensure that financial aid duties were carried out in compliance with federal/state laws and institutional policies.

- Awarded and packaged financial aid to students.
- Generated all publications as it relates to financial aid.
- Initiated the creation of a student financial aid handbook and the administrative financial aid manual.

RESEARCH ASSOCIATE, Florida Atlantic University, Boca Raton, FL (Jan – Dec 2014)

Conducted national and international research for the Department of Educational Leadership and Research Methodology in areas of strategic leadership, strategic thinking, and cognitive agility of global leaders.

- Project management of various user groups jobs focused around the Strategic Thinking Questionnaire (STQ)
- Managed and protected confidential national and international client/user data.
- Performed editorial duties in collaboration with faculty including: writing working papers, chapters, proposals, and journal articles.

GRADUATE ADMINISTRATIVE/RESEARCH/TEACHING ASSISTANT, FAU (Aug 2011 – Jan 2014)

Supported the Department of Educational Leadership and Research Methodology by providing programming, advising, support, and resources to current & prospective students.

- Provided academic advising and other pertinent information to prospective graduate students via online delivery modes, face-to-face communication, and telephone.
- Served as the primary liaison between regional book publishers, department branch campuses, university book stores, and faculty to order textbooks.
- Assisted with faculty research projects regarding syllabi, program of study review, national research initiatives, and other assigned tasks.
- Served as a summer marketing intern for the Center of Student Involvement and Leadership. Responsible for policy revisions for all clubs and organizations to promote campus professional, academic, and social programming.
- Served as the administrative assistant for FAU's University Faculty Senate.

ASSESSMENT SUPPORT COORDINATOR, Florida Agricultural & Mechanical University, Tallahassee (Aug 2010 – Jun 2011)

Assisted the Assessment Coordinator in ensuring the School of Business & Industry (SBI) accomplished the following goals:

- Complied with The Association to Advance Collegiate Schools of Business guidelines for accreditation.
- Fulfilled Southern Association College and Schools requirement for the Assurance of Learning standards.
- Evaluated and analyzed student assessment conducted by SBI faculty for reporting purposes.

ACADEMIC ADVISOR, Florida Agricultural & Mechanical University, Tallahassee (Aug 2010 – Jun 2011)

Provided academic advising and support services to undergraduate and graduate students in the School of Business & Industry.

- Ensured academic requirements for specific majors were being met to satisfy university and State degree requirements.
- Helped identify coursework options for students' educational plans to satisfy university and State degree requirements.
- Maintained student advisee files and records and documented student information utilized in advising sessions.
- Evaluated official transcripts of transfer students for equivalencies to desired degree program.
- Maintained accessibility and availability to students to respond to their questions and concerns regarding degree completion and permission to enroll in particular courses.

EDUCATIONAL ACTIVITIES, TRAININGS & WORKSHOPS

1. Moss, A. & Philyaw, J. (2020, August 12). DVI048 – “How to Express Care with a focus on Racial Equity.” 1-hour workshop presented to faculty, staff and administration at Broward College.

2. Moss, A (2020, July 27 – 30). Facilitator for the “Virtual Appreciative Advising Institute.” Boca Raton, Florida.
3. Alfred, A (2019, June 27). “Implementing The Leadership Challenge in Schools. 3-hour workshop presented to the Master Class Teachers within the Teacher Leader Career Continuum Summer Academy of the Broward Country Public School System, Davie, FL.
4. Alfred, A (2019, June, 26). “Implementing The Leadership Challenge in Schools. 7-hour workshop presented to the Master Class Teachers within the Teacher Leader Career Continuum Summer Academy of the Broward Country Public School System, Davie, FL.
5. Alfred, A (2019, June,19). “Moving Beyond the 5 Dysfunctions of a Team. 3-hour workshop presented to the lead teachers within the Teacher Leader Career Continuum Summer Academy of the Broward Country Public School System, Davie, FL.
6. Alfred, A & Harrison, J. (2019, June 6). “What is Greatness!” Presented to student affairs leaders, administrators and students at the inaugural Unleashing Greatness Retreat hosted by the Office of Appreciative Education (FAU), Boca Raton, FL.
7. Alfred, A. & Wolfe, K. (2019, May 15). Voice & Choice in A Social Justice Classroom.” 2.5-hour workshop presented to the teachers and administrators at Dillard High School, Ft. Lauderdale, FL.
8. Alfred, A. (2019, May 9). Voice & Choice in A Social Justice Classroom.” 2-hour workshop presented to the teachers and administrators at Plantation Elementary School, Plantation, FL.
9. Alfred, A. (2019, March 22). “Rethinking, Retooling, Restoring: Building Meaningful Relationships Through Parent Engagement.” 4-hour workshop presented to the teachers and administrators at Oakland Park Elementary School, Oakland Park, FL.
10. Alfred, A. & Wolfe, K. (2019, Feb 7). Voice & Choice in A Social Justice Classroom.” 2-hour workshop presented to the teachers and administrators at Hallendale Magnet High School, Hallendale FL.
11. Alfred, A. (2019, Feb 21). “Cultural Competence: We, Me Us: Exploring the Role Culture Plays in Making Connections Within the Classroom Settings.” 3-hour workshop presented to the teachers and administrators at Palmview Elementary School, Pompano Beach, FL.
12. Alfred, A. (2019, Jan 7). “Cultural Competency, Communication & Culturally Relevant Classrooms.” 3-hour workshop presented to the teachers and administrators at Castle Hill Elementary School, Lauderhill, FL.
13. Alfred, A. (2016, Nov 2). “Key Tips for International Students: Time Management, Goal Setting, Networking & Civic Engagement.” 2-hour presentation presented to the Caribbean Student Association at Emory-Riddle Embry-Riddle Aeronautical University, Daytona Beach, FL.
14. Alfred, A. (2016, May). “Turning Your Dreams Into Your Goals and Your Career.” Presented to students and teachers at Boca Raton Elementary, Boca Raton, FL.
15. Alfred, A, Edmonds, S & Knights, A. (2016 Apr 9). “Navigating through Higher Education as a Future Graduate Student.” 2-hour workshop presented to the Florida Caribbean Students Association at the 42nd Leadership Conference, Tampa, FL.
16. Alfred, A. (2015, Aug). “Leadership & Team Building.” 3 hour workshop presented to the Florida Caribbean Student Association Executive Board, Miami-Dade College, Miami, FL.
17. Alfred, A. (2015). “Practical Components of Leadership.” 1-hour workshop presented to executive board’s of 22 leadership teams for the Florida Caribbean Student Association, Tampa, FL.

TEACHING EXPERIENCE

The University of the West Indies (Open Campus)

1. *Marketing Management (MGMT 3000)* - Spring 2014, Fall 2014, Spring 2015, Spring 2016, Fall 2016

2. *Principles of Management (MGMT 1001)* - Summer 2015, Fall 2015, Spring 2016, Summer 2016, Fall 2016, Spring 2017, Fall 2017, Spring 2018, Summer 2018, Fall 2018, Spring 2019, Summer 2019, Fall 2019, Spring 2020, Summer 2020
3. *Introduction to International Business (MGMT 2013)*. Spring 2016, Spring 2017, Spring 2018, Spring 2019, Spring 2020
4. *Developing & Managing Projects (MGMT 074)* – Spring 2019
5. *Business Strategy & Policy (MGMT 3031)* – Summer 2019
6. *Tourism Planning & Destination Management (TOUR 0300)* – Spring 2020
7. *Introduction to Administrative Principles and Practices (GOVT 1900)* – Fall 2020

Florida Atlantic University

1. *Student Development Theory (EDH 6040)*. Guest Lecturer – Spring 2017, Spring 2018, Spring 2019, Spring 2020,
2. *History & Philosophy (EDH 6065)*. Guest Lecturer. Fall 2016
3. *Intercultural Issues for Graduate Students (NAV 104)* - Spring 2016, Summer 2016, Fall 2016, Summer 2016, Spring 2017, Summer 2017, Fall 2017
4. *Research Methods for Graduate Students (NAV 103)* - Spring 2016, Summer 2016, Fall 2016, Summer 2016, Spring 2017, Summer 2017, Fall 2017
5. *EDLRM Technology Proficiency Assessment Course*. Fall 2013, Spring 2014.

Florida Agricultural & Mechanical University

1. *Introduction to Fundamental Business Concepts (GEB 1440)*. Fall 2010, Spring 2011

PUBLICATIONS

1. Alfred, A. S. J. (2016). *The impact of shifting funding level on the institutional effectiveness of historically black colleges and universities* (Doctoral Dissertation Retrieved from FAU Electronic Resource General Collection. (Accession No. FA034339594).
2. Alfred, A. & Wright, D. (2016). Institutional and Organizational Effectiveness of Historically Black Colleges and Universities: Attributes and Policy Changes. 2015 – 2016. *Journal for the Advancement of Educational Research*.

ACADEMIC PRESENTATIONS

1. Alfred, A. & Byard, L. (2016). “Advancing Higher Education within the Caribbean through the Integration of New Student Support Perspectives” Presented at the 19th Annual Conference of the Caribbean Tertiary Level Personnel Association (CTLPA), Montego Bay, Jamaica.
2. Alfred, A. (2014). “Institutional and Organizational Effectiveness of Historically Black Colleges & Universities” Presented at the 2nd Annual HBCUStory Symposium, Washington, DC.

3. Alfred, A. (2013). "Minority Voices: An Exploratory Study of the Potential Impact of Decreased Funding Levels on the Effectiveness of HBCUs in light of their Institutional Mission." Presented at the Annual Conference of the Association for the Advancement of Educational Research, Stuart, FL.

LEADERSHIP EXPERIENCE

1. *Council Member* for The Advisory Council for the Advancement of Diversity, Equity & Inclusion (ACADEI), Broward College, FL, September, 2020.
2. *Board Member*, City of Sunrise Education Advisory Board. Sunrise, FL, February 2020
3. *Planning Committee Member* for the inaugural "Unleashing Greatness Retreat" facilitated by the Office of Appreciative Education at Florida Atlantic University, June 2019.
4. *Community Introducer* for Florida Writers: Nina Romano, James Rosen, and Nick Spill at the Miami Book Fair for Florida Writers: at Miami-Dade College, Miami-Dade, FL, Nov, 2016.
5. *Co-Founder & Program Director* of Boca PAL P.E.A.R.L.S. Youth Program. Boca, Raton, FL, March 2015.
6. *Volunteer in the areas of academics and athletics* for Pearl City C.A.T.S. After-School Program, Boca Raton, FL, 2012, Aug 2012 – March 2015.
7. *Beautification and Landscaping Volunteer* for Martin Luther King Jr. Day of Service at Brownsville Middle School, Liberty City, FL, Jan 2016.
8. *Volunteer* at the Broward Outreach Center – A Division of Miami Rescue Mission, Pompano Beach, FL, Aug 2013 – June 2014.
9. *Volunteer* at Roteract Club, College of the Bahamas, Nassau, Bahamas, Aug 2004 – Aug 2006.

SERVICE AND PROFESSIONAL DEVELOPMENT

Committee Service to Broward College

Department

1. Seahawk Outreach Services Advisory Team

Division

1. Behavioral Intervention Team (Central Campus)

College

1. Food Security & Essentials Advisory Board
2. Homeless Youth & Families and Shelter Provider Committee
3. Pandemic Playbook Task Force
4. Community Outreach Team for the Advisory Council for the Advancement of Diversity, Equity, and Inclusion (ACADEI).
5. Advisory Council Member for the Advancement of Diversity, Equity, and Inclusion (ACADEI)

HONORS & AWARDS

1. Special tribute for community outreach by FAU's President John Kelly in commencement speech, May 2016.
2. South Florida's 40 Under 40 Black Leaders of Today and Tomorrow, Legacy Magazine, Miami, FL, Aug 2016.
3. Graduate Fellowship for Academic Excellence, Florida Atlantic University, Boca Raton, FL, 2015 - 2016
4. Florida-Caribbean Institute Fellowship Recipient, Florida International University, Miami, FL, 2011 – 2015

5. Mildred Kytlica Scholarship, Florida Atlantic University, Boca Raton, FL, 2014 – 2015
6. Vasil M. Kerensky Scholarship Recipient, Florida Atlantic University, Boca Raton, FL, 2011 – 2015
7. Presidential Fellowship, Florida Atlantic University, Boca Raton, FL, 2011 – 2013
8. Recipient of the Inspiring Authorities of Museum Management Recipient, Meek-Eaton Southeastern Regional Black Archives, Tallahassee, FL, 2011 – 2013

AFFILIATE MEMBERSHIP & ORGANIZATIONS

1. Florida Atlantic University Alumni Association, Honorary Leadership Society, Member of Parliament, 2016 - Present
2. The Caribbean Tertiary Level Personnel Association, West Indies, Member, 2016 – 2018
3. Florida Association of Student Financial Aid Administrators, Member, 2015 – 2016
4. Florida Caribbean Student Association, Alumni Organization, Executive Board, 2015 – 2018
5. Golden Key International Honor Society (FAU Chapter), Member, 2015 – Present
6. Association for the Study of Higher Education (ASHE), Member, 2014 – 2015
7. National Association of Student Personnel Administrators (NASPA), Member, 2013 – 2014
8. Council of Undergraduate Research, Florida Atlantic University, Member, 2012 – 2016
9. Association for the Advancement of Educational Research (AAER), Member, 2013 – 2015
10. Higher Education Leadership Professionals, President & Executive Board, Florida Atlantic University, Member, 2012 – 2015