

Deana K. Sheppard, Ed.D.

Education **Doctor of Education in Higher Education Leadership**
Sam Houston State University, Huntsville, TX (December, 2012)

Master of Science in Occupational Technology
University of Houston, Houston, TX (May, 1997)

Bachelor of Business Administration in General Business with Teacher Certification
Stephen F. Austin State University, Nacogdoches, TX (May, 1992)

Professional Experience **Vice President, Student Learning (Instruction)**
Lone Star College-CyFair, Cypress, TX
August 2014-present

Responsibilities

- Provide leadership to six academic and workforce divisions and three satellite locations serving over 22,000 students. Programs include both academic transfer and workforce certificate and degree programs.
- Provide leadership to the Division of Academic Affairs which includes the Academic Success Center, the Teaching and Learning Center, Evening/Weekend College, and the office of Educational Partnerships.
- Provide leadership to the LSC-CyFair joint library with Harris County Public Library.
- Manage the instructional budget of \$36 M by setting priorities, following sound financial practices and procedures, and including administration, faculty and staff in budget planning.
- Work with key personnel to establish college-wide protocols for faculty hiring, workload, professional development, curriculum development, and program review.
- Develop and pursue relationships with CyFair ISD, charter and private schools, higher education institutions, and community organizations to increase educational partnerships and to determine community educational needs.

Selected Accomplishments

- Led the SACSCOC Fifth-Year evaluation for LSC-CyFair and substantive changes for multiple locations.
- Facilitated the creation of the College Academy with CyFair ISD. The College Academy allows a cohort of high school students to complete an Associate of Science and high school degree while in high school.
- Developed and implemented a partnership with Houston Fire Department to provide Paramedic training to HFD firefighters.
- Led a team to create the CARE Academy with CyFair ISD that addressed House Bill 5. CARE Academy is a partnership that aligns the high school senior English and math curriculum with the college's highest level of developmental studies so that students may enter Lone Star College ready for college level work. Over 4,500 students are enrolled in these classes and more than 2/3 plan to attend LSC-CyFair.
- Led the discussion, planning, and implementation for Guided Pathways at LSC-CyFair by involving academic and workforce faculty and Student Services professionals throughout the process.

- Led dual credit efforts with CyFair ISD serving over 3,400 students each year and added workforce dual credit in Fire Science, CNA, welding, accounting, and CISCO.
- Facilitated a relationship with Lamar Consolidated ISD upon their request to offer academic transfer dual credit to their students through online instruction with supplemental instructors providing student support at the high schools.
- Supported the creation of the “+18 Initiative.” LSC-CyFair’s Division of Academic Affairs partnered with CyFair ISD and local universities to offer 18 graduate hours of instruction in English, math, history, and government to teachers in CyFair ISD to increase dual credit offerings and assist teachers with receiving their master’s degrees.
- Navigated a reduction in budget allocations for instruction for 2017-2018 and balanced the budget by working with instructional leadership, faculty, and staff to develop section management strategies to maximize enrollment while maintaining appropriate course caps.
- Collaborated with LSC-CyFair’s top transfer institutions to develop articulation agreements and 2+2 programs in Engineering, Teacher Education, and Business.
- Facilitated the creation and execution of over 15 study abroad experiences that are faculty designed and led.
- Worked with architects and college stakeholders to vision, program, and design a new 50,000 square foot instructional building and the 5,000 square foot expansion of the Advanced Technology Center at the Cypress Center.
- Led the team of administrators, faculty, and business/industry partners to vision, program, and design the new Westway Park Technology Center, a Center of Excellence for LSC and partnership between credit, corporate college, and continuing education that will house Computer Information Technology and Visual Communication programs.
- Led the development of new CIT programs in VM Ware, Cyber Security, Cyber Forensics, Mobile Application Development, Web Design, 3D Animation, Human Services, and a Bachelor’s of Applied Technology in Cyber Security.
- Led and implemented the reorganization (right-sizing) of six academic and workforce divisions and centers by appointing faculty and staff co-chairs to lead a taskforce of other faculty and staff toward a proposal of a new structure.
- Developed Key Performance Indicators for student success that were common across all LSC colleges and worked with CyFair administration and faculty to implement strategies related to the KPIs. Result: The College celebrated a 5% increase in students completing development math; 6% increase in students completing developmental reading; and, 11% increase in students completing developmental writing in one year.
- Developed a comprehensive plan to address decreasing enrollment at the college Centers by reviewing workforce and academic offerings, proposing the addition of new programs, and working with College Relations to market the Centers. Growth at the Centers for Spring 2017 grew by 5% at Cypress Center and 11% at Fairbanks Center.

Interim President

Lone Star College-CyFair, Cypress, TX

October 2015-March 2016

Responsibilities

- Appointed by the Chancellor to serve as the Interim President while a national search was conducted for a permanent president.
- Provided leadership to the largest college in the Lone Star College system, serving over 21,000 students at three locations (1500+ fulltime and part time employees).
- Served as the Chief Executive Officer of the college, overseeing the daily operation of the college and providing leadership to the VP of Student Success, VP of Administrative Services, and Executive Director of College Relations.
- Focused the college’s strategic plan around student completion and success.

- Empowered faculty and staff in providing innovative and quality instruction in both academic and workforce education instruction and encouraged student-focused support services.
- Collaborated closely with other college presidents and vice chancellors in the system to maintain consistency in services and work together toward improved student success.

Selected Accomplishments

- Managed the college's \$47 million budget and created a culture of transparency around budget practices, spending, and planning by sharing information openly and involving the college community in budget planning.
- Led the development of multi-million dollar bond projects including a 75,000 square foot instructional and student life building, a 50,000 square foot Westway Park Technology Center of Excellence, a 5,000 square foot workforce expansion, an additional 750 parking spaces, and a 3,000 square foot Central Plant expansion.
- Facilitated a culture shift and trust building among administrators, faculty, staff and the community focusing on the LSC cultural beliefs of Better Together, No Fear, Students Matter, Inspire Excellence, Act Intentionally, and Trust.
- Reconnected the college to the community by engaging community stakeholders in conversations related to community workforce needs and created a mechanism for CyFair employees to engage with community partners in service.
- Encouraged and modeled the CyFair philosophy of one college, three locations, being inclusive of Center employees in conversations and conducting various meetings and events at those campuses.
- Developed strong, transparent, and trusting relationships with Faculty Senate, AFT, and Professional and Support Staff Administration leaders, supporting a culture of shared governance and collaboration on all levels.
- Created and facilitated a campus-wide Communication Plan and College Leadership Council (administrators, faculty, staff, and students) that provided input and feedback on college issues and planning, specifically student completion and success.
- Facilitated a learning environment that was focused on the CyFair Learning Signature of Student Engagement, encouraging innovation among faculty and staff.
- Renegotiated inter-local agreements that were over 10 years old with Harris County Public Library for the joint use library and Emergency Services District #9 for the joint use fire station and training facility.
- Facilitated the reorganization of the Fitness Center, moving it from Student Life to Instruction by including all stakeholders in the planning and implementation of the change. Result: Hired a collaborative Fitness Coordinator who shares time between student life sports, operation of the Fitness Center facility, and instruction.
- Transitioned the college from in-house food service to an external vendor due to budget impact of operating food services internally. Result: Met with every employee affected and provided them with resume and interviewing support as they transitioned to new positions within the college and externally.
- Appointed a new Vice President of Student Success who facilitated a culture shift within Student Services and refocused all efforts toward student and employee success.
- Facilitated an increase in employee giving to the LSC Foundation from 5% to 34% through the Employee Giving Campaign in one semester.
- Established a Safety and Security Advisory Committee to make recommendations to college leadership regarding issues of safety across the campus (included faculty, staff, students, and college police).
- Established the Behavioral Intervention Team to address on-campus student concerns in a collaborative way, involving counseling, administration, and faculty.

Vice President, College Centers
Lone Star College-CyFair, Cypress, TX
January 2010-August 2014

Responsibilities

- Provided instructional, student services, and operational leadership for LSC-Fairbanks Center (Enrollment: 3,800; 200+ employees) and LSC-Cypress Center (Enrollment: 1,400; 75+ employees). Areas of supervision included instruction, student services, business services, maintenance, custodial, tutoring, police, and IT.
- Developed budget recommendations and managed a \$7 M budget at the Fairbanks and Cypress Centers for effective, efficient, and productive educational programs and support services.
- Maintained the human resources of the centers including resolving personnel issues, resolving student issues, developing channels of communication, developing a culture of success and collaboration, recruiting, hiring, evaluating, retaining employees, and fostering a culture of evidence.

Selected Accomplishments

- Led and facilitated the planning, implementation and opening of the LSC-Cypress Center. Efforts included community outreach and marketing, assessing the needs of the community, designing and programming the facilities, developing a budget and staffing plan, recruiting and hiring faculty and staff, and complying with SACSCOC requirements for opening an additional campus location. The Cypress Center opened in Fall 2013 with over 1,200 students.
- Provided leadership for Global Education at LSC-CyFair that included internationalizing the curriculum and leading study abroad programs to Italy, Costa Rica, England, Tanzania, and China.
- Served as the liaison between the college and CyFair ISD on the Gulf Coast PASS Grant and created the CARE Academy partnership with Cy Fair ISD.
- Provided leadership for the Centers to acquire reaffirmation with SACSCOC and a substantive change for the Cypress Center.
- Led the Fairbanks Center to an enrollment of 3,800 students. This Center remains the largest in the system with more than 2/3 of the students taking classes exclusively at this location.

Dean/Executive Director
Lone Star College-Fairbanks Center, Houston, TX
September 2005-January 2010

Responsibilities

- Supervised the day-to-day operations of LSC-Fairbanks Center including areas of budget/finance, student services, security, business services, technology services, maintenance, and custodial.
- Supervised, led, and mentored fulltime faculty, adjuncts, Continuing Education program manager, and the Fairbanks Center Administrative Team.
- Built and managed the academic and workforce schedule of classes for the Center to meet students' needs at that location.

Selected Accomplishments

- Led the New Center Taskforce to plan and open a new satellite center in Fall 2013.
- Supervised various Fairbanks Center building renovation projects to enhance instructional and support spaces working with architects and project managers.
- Developed a community partnership with Mission Yahweh by offering orientation opportunities to the homeless women in the shelter and providing support for their registration into classes at LSC-CyFair.
- Led the effort to adopt Dean Middle School, a Cy Fair ISD school with little parent involvement and a high percentage of economically disadvantaged students.
- Provided leadership for the creation and implementation of CyFair's inaugural study abroad experience to Italy.

Interim Vice President, Student Learning

Lone Star College-CyFair, Cypress, TX

January 2008-November 2008

Responsibilities

- Temporary appointment by the president while a search for the vice president was conducted.
- Provided leadership for six academic and workforce divisions and the division of organizational and professional development. Worked with deans to implement various initiatives to improve student success.
- Managed the instructional budget for the college which accounted for 70% of the overall budget.
- Collaborated with other Vice Presidents of Instruction across the system to develop consistent compensation, faculty credentialing, and workload practices.

Selected Accomplishments

- Worked with the deans of organizational and professional development to create an organizational structure to support international education, professional development, and the Learning Signature.
- Partnered with a community donor to expand the Nursing program to serve 100 students each year, an increase of 100%.
- Provided leadership for the creation of a new program in Echocardiography.
- Led the opening of a new academic/workforce division. Worked with deans and faculty to determine disciplines in each division. Facilitated the hiring of the new staff and executed a communication and collaboration plan for college wide involvement.

Assistant Dean, Student Learning

Lone Star College-Fairbanks Center, Houston, TX

November 2002-September 2005

Responsibilities

- Recruited, interviewed, hired, mentored and evaluated adjunct faculty (over 130 each semester) for all disciplines.
- Supervised the Learning Commons, Testing Center, and Tutoring for Fairbanks Center.

Selected Accomplishments

- Provided faculty with strategies for classroom success including classroom management techniques, conflict resolution, and teaching strategies that complement the LSC-CyFair Learning Signature.
- Planned and coordinated faculty orientation and professional development each semester.

- Collaborated with Tutor Program Managers at CyFair to develop and provide Tutor Certification training.

**Director, Employee Development Center
Brazosport College, Lake Jackson, TX**

January 2001-December 2002

Responsibilities

- Supervised the Employee Development Center (college's training center for employees), its staff, and the department budget.
- Developed and conducted training workshops for faculty and staff on adult learning, customer service, classroom management, leadership training, personal enrichment, distance learning, technology, and designed and executed the New Faculty Mentoring Program and Orientation.

Selected Accomplishments

- Developed the Faculty Learning Institute, designed to train teaching professionals in course and curriculum design, effective communication, assessment, learning styles, adult learning, active learning, teaching strategies, and using technology in the classroom.
- Co-developed the eLearning Certification program.
- Established the Employee Recognition program to give recognition to all employee groups and special recognition to outstanding administrators, faculty and staff.

**Teaching
Experience**

Adjunct Professor, First Year Experience

Lone Star College - CyFair (Cypress Center), Katy, TX

August 2016-present

- Teach EDUC 1300, First Year Experience course online

Adjunct Professor, Higher Education and Leadership Graduate Program

Adams State University, Alamosa, CO

January 2017-August 2017

- Taught Politics and Policy in Higher Education in the online HEAL program

Adjunct Professor, Higher Education Leadership Graduate Program

Sam Houston State University, Huntsville, TX

January 2013-May 2015

- Taught Leadership in Higher Education and Research Methods in the Master's in Educational Leadership Program

Assistant Professor, Business/Computer Technology

Brazosport College, Lake Jackson, TX

August 1996-December 2002

- Taught various computer science and business courses, developed community partners through local businesses for student internships, and developed curriculum

**Teacher, Business/Office Education, Career and Technology Department
Angleton High School, Angleton, TX**

August 1992-July 1996

- Taught general business and computer science classes to 9-12 grade students.

**Selected
Publications/
Presentations**

- *CARE Academy – Transitional from High School to College*, NISOD International Conference on Teaching and Leadership Excellent, 2018
 - Lone Star College Professional Development Workshops: *Managing the Leader's Whirlwind* – Deans and Chairs Institute; *We Are Lonestar* – New Employee Program; *So You Want to be a VP?* – LSC Lead Program; *Exceeding Customer Expectations* – New Employee Orientation; *Setting the Example, Blending Voices and Modeling the Way* – EmpowerU (Staff Development Program); *The Leadership Journey* – Empower U
 - Sheppard, D. (2011, February). *Perceptions of first-time in college community college students regarding factors and barriers for success*. Paper presented at the annual conference for the Southwest Educational Research Association, San Antonio, TX.
 - Denham, M. A., Hagerty C. A., Hernandez, J. S., Ray, J. L., Sheppard, D. K., & Twardowski, C. K. (2010, February), *Effect of school district and high school size on college-readiness among Texas high school graduates*. Paper presented at the annual conference for the Southwest Educational Research Association, New Orleans, LA.
 - Sheppard, D. (2010). Student retention in community colleges and the impact of the first-year experience. *Leadership*, 16(2), 9-12.
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**Professional/
Community
Service**

- Chair Academy International Practitioner's Board (2008-present)
- CyFair Houston Chamber of Commerce (2003-present)
- Prairie View A & M University, College of Education Advisory Council (2017-present)
- CyFair Federal Credit Union, Board of Directors (2017-present)
- Memorial Hermann Community and Employer Advisory Committee (2016-present)
- CyFair Educational Foundation, Board of Trustees (2016-present)
 - Scholarship Committee
 - Student Success Committee
 - Salute to the Stars Committee
- American Heart Association Go Red for Women Executive Leadership Team (2016-present)
- Houston Livestock Show and Rodeo, Transportation Committee (2016-present); Speaker's Committee (2015-2016)
- CyFair Federal Credit Union Supervisory Committee (2016-2017)