

Yolanda Brown, J.D.

CAREER OBJECTIVE

Results-oriented, transformative, and charismatic leader with a 25-year track record of success in higher education. Leverages continuous improvement methodologies to drive the vision and execution of dynamic planning initiatives. Recognized as a contextual expert in workforce education, curriculum programming, data analytics, grant oversight, departmental procurement, budget management, and institutional operational strategy. Possesses extensive knowledge of state and federal policies and regulations, accreditation standards, and assessment measures. A key fixture in community engagement and champion of diversity alignment. A skilled and proactive professional higher education administrator.

PROFESSIONAL STRENGTHS

- Methodical and detail-oriented
- Critical thinker and problem-solver
- Management of financial resources
- Strong leadership and motivational skills
- Project management and systems evaluation
- Well versed in SACS Accreditation standards
- Excellent written and verbal communication
- Instructional leadership
- Assessment and accountability
- Information and educational technologies
- Recruiting, talent development, and retention
- Expert in grants and budget management

PROFESSIONAL EXPERIENCE

Broward College, Fort Lauderdale, FL

Associate Vice President of Adult and Community Education

January 2014-Present

- Developed a new division for the college's adult education department by using data driven analysis
- Transformed a workforce training program at a new Broward College center through curriculum development of non-credit to credit courses
- Optimize compliance with federal/state regulations, SASCOC, college policies, procedures, contractual agreements, and college/pathway strategic planning goals and objectives
- Direct a team of four directors, 20 full-time employees, and 10 adjunct instructors
- Manage 13 grants totaling nearly \$20M for innovative community engagement and workforce education
- Collaborate internally with Workforce and Continuing Education, Academic Affairs, Pathway Deans, articulation specialist, business services specialist, Workforce Case Managers, and employment specialists to develop robust workforce continuing education programs and appropriate intra-articulation agreements for students
- Coordinate with external partnership agencies to leverage the multiple grant fund sources for the delivery of instruction in underserved locations
- Develop reports and data analysis on current and future programming and trends

Associate Dean of Innovative Workforce Curriculum and Programming

- Delivered strategic oversight to plan and execute the innovative workforce non-credit programming model that brought higher education to under resourced locations throughout Broward County for over 2500 plus students
- Oversaw multiple grants and budgets in compliance with federal/state regulations
- Designed instructional programs including credit, clock hour, and continuing education courses in compliance with SASCOC standards, college policies, procedures, contractual agreements, and college/pathway strategic planning goals and objectives and in coordination with academic affairs and Continuing Education departments

- Coordinated administration for underserved community locations related to assigning part-time instructors, scheduling, room assignment and conditions, instructional quality, and vetted additional instructional locations
- Developed robust workforce continuing education programs and appropriate intra-articulation agreements for underserved participants

Associate Dean of Math Online

Achieved department goals in accordance with college policies, procedures and contractual agreements, and college/pathway strategic planning goals, and objectives

- Comprehensively coordinated and administered all matters relating to personnel, students, scheduling, curriculum implementation, external agencies, instruction, and all financial considerations relating to the department
- Led all instructional programs including Bachelor of Applied Science, Associate of Arts, Associate of Science, and Associate of Applied Science degrees as well as vocational and technical certificates

Dean of Partnership Centers and Articulation and Transfer Services

- Managed and led strategic initiatives for Academic Services, Business Affairs, and Transfer Services for centers, ensuring sustainability and cohesive operations
- Maintained standards for transfer services and articulation agreements college wide; designed and implemented efficient and effective transfer services policies and processes for partner institutions
- Collaborated with the Pathway Deans to create and implement an academic instructional format focusing on efficient scheduling and academic delivery of courses and programs to increase retention and positively influence student graduation rates
- Managed the Business Affairs for the five Partnership Centers with responsibility for the full budget cycle
- Actively involved in various community and educational organizations
- Served as co-chair on the Diversity, Equity, and Inclusion Committee

Associate Dean of Academic and Student Affairs

- Organized and led strategic initiatives for Academic and Student Services for five centers, ensuring sustainability and cohesive operations
- Created and implemented innovative programs to increase enrollment; improved academic instructional format focusing on a fast-track delivery of courses and programs to increase retention and graduation rates
- Handpicked to manage Student Services as Interim Dean; selected to become a member of the President's Executive Practicum (which prepares participants for executive management positions including Vice President and Campus President); working alongside College Executives assigned to the Learning Council and completed various strategic projects now implemented throughout the campuses
- Successfully restructured the Office of Student Success and established it as a recognized and effective department for student retention and coaching
- Spearheaded the development of Pathway Advising and caseload approach, ensuring effective Advising practices resulting in the decrease of excess credits and increased retention
- Opened state of the art learning center which continues to exceed enrollment and retention goals

Keiser University, Fort Lauderdale, FL

Dean of Academic Affairs (DOAA)

May 2012-December 2013

- Recruited and retained high quality talent throughout key positions
- Successfully ensured academic excellence and oversaw the campus academic department including Associate Deans, faculty, Program Directors, Librarians, Registrar, created the academic year schedule, and maintained SACS Accreditation standards

- Facilitated changes throughout the campus to bring our rankings from the bottom 5% to the top 25% of the region; revamped Faculty development through innovative teaching and learning training programs
- Streamlined Registrar's department to increase efficiencies and decrease inaccuracies as well as student wait times; developed entirely new Advising process to better meet the needs of the students and increase advising effectiveness
- Designed campaigns to improve student awareness of resources and promote on-time graduation

Associate Dean

January 2008-August 2009

- Managed faculty and the student body of the University to ensure increasing enrollment, positive retention and on-time graduation
- Recognized for screening, interviewing and hiring high quality faculty
- Maintained communication with Program Directors and Coordinators of the programs, coordinated the continuity of course outlines, curricula, continually evaluated and suggested changes for efficacy
- Coordinated with Admissions to balance enrollments and developed and conducted Advisory Board meetings biannually

Anthem Education Group, Phoenix, AZ (Headquarters)

Director of Academic Operations (DAO)

August 2009-April 2012

- Developed policies and procedures for this newly created role
- Administered site visits at campuses that experienced retention troubles and campuses that had problems within the Education Department
- Spearheaded several changes to increase efficiencies including:
 - Dean's Checklist for Deans to complete weekly, monthly, quarterly, bi-annual, and yearly benchmarks to ensure all required tasks were completed
 - Implemented new training procedures for new Deans which included a week-long training, and monthly virtual trainings as well as a Director of Academic Operation campus visit within the first 30 days of employment and quarterly visits thereafter
 - Campus visit checklist to ensure clear direction during visits
 - Supported the Divisional Presidents in managing Academic Operations
 - Developed a separate Director of Academic Operation campus visit checklist for campuses below retention benchmarks, based on the requirements set by the Corporate Education Department
- Provided special trainings for Dean of Education/Dean of Academic Affairs in areas of operation at the request of the Campus
- Monitored Externship Status Reports to identify potential problems at campuses, then developed and implemented innovative solutions to address and resolve those problems
- Served as Interim DOE/DOAA

Dean of Education at the Atlanta Campus (DOE)

Selected to become the Dean of Education at the new Atlanta Campus, worked vigorously to prepare the campus for seamless opening

- Exceeded expectations with high student satisfaction ratings and maintained the highest retention rates in the institution for entire tenure
- Monitored activities and schedules of instructors and ensured class coverage, additionally maintained textbook inventory levels and educational supplies
- Coordinated with the Program Managers/Directors on Advisory Boards, field trips, guest speakers and special events

Dean of Education at the Nashville Campus

Established plan for instructors and program chairs to increase the student engagement and education attainment

- Earned "Retention and Excellent Achievement" in 2008 and "Rookie of the Year" in 2009

EDUCATION

University of Miami School of Law, Coral Gables, FL
Juris Doctor, 1998

Florida Agricultural and Mechanical University, Tallahassee, FL
Bachelor of Arts in English, Minor: Education

ADDITIONAL EXPERIENCE

Everglades High School, Miramar, FL August 2005-January 2008
Reading Resource Administrator and English Teacher

Federal Emergency Management Agency, Hyattsville, MD November 2004-August 2005
Training Specialist

Parks College, McLean, VA August 2004-July 2005
Adjunct Professor

United Planning Organization (UPO), Washington, D.C. May 2003-November 2004
Job Developer

Washington D.C. Government, Washington, D.C. July 2002-May 2003
Government Union Legal Specialist

Miami Dade College, Kendall, FL October 1998-June 2002
Adjunct Professor

PROFESSIONAL AFFILIATIONS

Board President, City of Hallandale Beach Chamber of Commerce
Founder Member, Community Organization for Resource Equity (CORE) Foundation
Sponsor, Veterans Alliance Broward College
Leadership Fort Lauderdale Class 29 (2023)
Member, Delta Sigma Theta Sorority, Incorporated
Disabled Veteran, United States Navy, 1985-1990