

Marquis C. Davis

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PROFESSIONAL SUMMARY

Higher education professional with 2 years of experience in student advising, 5 years of diversity and leadership programming, and 5 years of teaching interaction. Impactful positive leader that takes pride in building relationships with students, faculty, staff, and colleagues to create an inclusive environment and a sense of belonging across the Kent State University community. Proven to be an advocate for underrepresented students in efforts to increase retention, persistence, and graduation rates. Energetic and motivated team player who is passionate about accomplishing a collaborative and independent vision.

EDUCATION

Master of Arts Degree, May 2015

Concentration: Sport and Recreation Management
Kent State University, Kent, Ohio

Bachelor of Science Degree, May 2012

Major: Sports Administration
Kent State University, Kent, Ohio

COLLEGE & UNIVERSITY DIVERSITY OUTREACH EXPERIENCE

Project Coordinator, Equity and Diversity Training

August 2020 – Present

Division of Diversity, Equity and Inclusion, Kent State University, Kent, Ohio

- Provides coordination and implementation of strategies to ensure the successful tracking and the completion of objectives tied to the mission and vision of Diversity, Equity and Inclusion.
- Facilitates trainings and webinars designed to increase an awareness around equity and inclusion for the university community in collaboration with the DEI Education and Training Lab.
- Designs, develops and facilitates trainings and workshops.
- Develops and facilitates communication strategies, assessments/evaluations, reports and activities to enhance university engagement in diversity, equity and inclusion initiatives.
- Works closely with faculty affiliates and coordinates the delivery of workshop sessions on and off campus
- Conducts research to develop trainings and workshops.
- Serves on various department, division and university committees.

Academic Diversity Outreach Coordinator, Undergraduate Programs Office

August 2017 – July 2020

College of Business Administration, Kent State University, Kent, Ohio

- Supervised and trained a team of 11 undergraduate students serving as Mentors Aiding in Peer Success (MAPS), who provide programming events and support for at-risk student populations in the College, including first-semester, academic probation, and military students.
- Assured MAPS accumulate and received credit toward earning College Reading and Learning Association (CRLA) Certification.
- Developed the “Level Up” first-year retention scholarship, now available for up to 15 Pell Grant eligible, low-income students.
- Advisor and Founder of “The Network” student organization, with a mission to develop an innovative outlook in business for students of diverse backgrounds within the College.
- Designed and facilitated the College’s Trio Upward Bound Summer Institute for up to 30 high school students.
- Partnered with University’s Student Multicultural Center to host the “Discrimination Station” program, in order to discuss bias and examples of discrimination for the students enrolled in the College’s First Year Experience course.
- For two consecutive years, led groups of 10 to 20 students to the National Black MBA Association National Conference.
- Facilitated a focus group of under-represented students, using the collected feedback to aid in creating a more inclusive community and a stronger sense of belonging within the College.

Academic Diversity Outreach Specialist, Undergraduate Programs Office**August 2016 – July 2017**

College of Business Administration, Kent State University, Kent, Ohio

- Maximized retention by meeting with students one-on-one to provide academic support and ensure a sense of belonging.
- Advised current and prospective students regarding placement assessment and curricular requirements related to academic objectives, career options, and course registration procedures.
- Reviewed and discussed academic transcripts for applicability of transfer credit to the University.
- Classroom instructor for one section of the College's First Year Experience course.
- Designed and facilitated recruiting programs for under-represented students, including Kent State Admissions Multicultural Visit Day, Upward Bound Summer Institute Programming and Kent State Admissions KSU! Preview Day.
- Served on multiple campus-wide diversity committees to promote cultural, educational, and diverse training programs.
- Created and taught the Cultural Diversity Class within the College to aide students in developing inclusive leadership skills in a diverse community and clearly articulating these skills be a future business leader.
- Recruited and trained Student Assistants to help create weekly journal assignments and encouraged student participation during class through leading discussions and sharing personal experiences.

Academic Advisor I, Undergraduate Programs Office, Undergraduate Programs Office**August 2015 – August 2016**

College of Business Administration, Kent State University, Kent, Ohio

- Prepared current and prospective students regarding interpretation of placement assessment and curricular requirements related to academic objectives, career options, and registration procedures.
- Instructed leadership course for Business Learning Community's first year students.
- Supported University's Upward Bound program by hosting a summer internship experience, which included interviews with staff members, completing a mock interview, and career goal setting.
- Appointed liaison to University's Kupita and Oscar Ritchie programs, providing additional advising resources to support students during the transition from high school to university.
- Aided with probation, dismissal and reinstatement procedures while adhering to Kent State University policies.

ADDITIONAL HIGHER EDUCATION EXPERIENCE**Student-Athlete Academic Graduate Intern****August 2014 – May 2015**

Athletics Academic Department, Kent State University, Kent, Ohio

- Performed weekly class checks on students associated with both the Men's Basketball and Football programs.
- Informed and counseled University student-athletes on a weekly basis by encouraging positive performance in the classroom and providing resources to support them academically.
- Exhibited strong attention to detail while assisting University student-athletes with class priority registration.
- Created detailed and accurate weekly academic reports from weekly meetings with student-athletes.
- Answered questions and provided clear and comprehensive answers to students and families during recruitment visits.
- Processed and separated student-athlete progress reports for full-time Athletic Academic Counselors.

Graduate Assistant, Member and Guest Services**August 2014 – May 2015**

Department of Recreational Services, Kent State University, Kent, Ohio

- Oversaw and supervised 60+ students while demonstrating active listening and fostering relationships.
- Demonstrated organizational skills while serving as initial contact for locker availability and ran monthly locker reports.
- Created student staff schedules and checked weekly timecards for accuracy before submission.
- Entered new inventory into RecTrac and ordered new equipment as needed.
- Conducted first and second round interviews for potential student employees.
- Facilitated monthly in-service meetings and participated in student professional development.
- Monitored facility reservations and implemented conflict resolutions for customer concerns in a timely manner.
- Utilized RecTrac program to sell memberships, add new members, and register activity programs.
- Led guided tours of the 153,000 square foot facility to prospective students, members, and guests.
- Updated and maintained training materials for the department of Member and Guest Services.

Halfway There Fair**January 2015**

Undergraduate Studies, Kent State University, Kent, Ohio

- Presented and shared personal college experience to 20+ sophomore students.
- Promoted event through posting using Facebook, Twitter, and Instagram.
- Participated in planning meetings to contribute innovative ideas to engage students.

PROFESSIONAL PRESENTATIONS

- Kent State University Student Leadership Institute, “One Sound, Our Voices Matter” **(Spring 2020)**
- Kupita/Transiciones (K/T) Power Hour Workshop, “The Myth of Worrying About Yourself” **(Summer 2019)**
- Summer Advantage Workshop, “Be You Workshop” **(Summer 2019)**
- Northeast Ohio Academic Advising Conference, “Diversity in Business: Creating a Sense of Belonging” **(Spring 2017)**
- Alternative Spring Break Leaders Diversity & Inclusion Dialogue, “Creating Inclusive Environments for All” **(Spring 2017)**
- Fraternity & Sorority Diversity & Inclusion Dialogue, “Creating Inclusive Environments for All KSU Students” **(Spring 2017)**
- Upward Bound, Professional Etiquette **(Spring 2017)**

TECHNICAL SKILLS

Microsoft Office Suite (Word, Excel, PowerPoint, Publisher), GPS Audit – Kent State University, Podcasting

CORE COMPETENCIES

- Leadership
- Event Planning
- Research
- Instruction/Facilitation
- Data Analysis/Collection
- Planning/Organizing
- Strategic Decision-Making
- Data/Survey Composition
- Curriculum Development
- Development
- Community Organizing
- Recruitment/Retention
- Public Speaking
- Evaluation/Assessment
- Marketing/Advertising
- Collaboration
- Teambuilding
- Coaching/Mentoring
- Program Management
- Program Development