

Kamla Holland

Director of Student Conduct and Community Standards

PROFESSIONAL SUMMARY

Seasoned Director of Student Conduct and Community Standards with over 15 years of experience in higher education administration and student affairs. Expertise in managing student conduct processes, implementing Title IX regulations, and fostering a supportive and inclusive campus environment. Proven track record in developing and delivering educational programs, conducting investigations, and collaborating with key stakeholders to enhance student well-being and compliance with institutional policies. Adept at leading teams, facilitating training, and driving continuous improvement in student conduct practices. Committed to promoting academic integrity, safety, and student success through innovative and restorative practices.

CORE COMPETENCIES

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| • Student Conduct Management | • Conflict Resolution | • Cultural Competency |
| • Title IX Compliance | • Training and Development | • Leadership and Supervision |
| • Restorative Justice | • Data Management and Analysis | • Community Engagement |
| • Crisis Intervention | • Policy Implementation | • Diversity and Inclusion |
| • Higher Education Administration | • Faculty and Staff Collaboration | • Student Retention Strategies |
| • Educational Program Development | • Student Support Services | • Campus Safety and Security |
| • Legal and Regulatory Compliance | • Behavioral Assessment | |

KEY HIGHLIGHTS

- **Leadership in Student Conduct:** Spearheaded the administration and enhancement of student conduct processes at The New School, effectively managing a team and ensuring compliance with university policies and federal regulations.
- **Title IX Expertise:** Acted as Deputy Title IX Investigator and collaborated on Title IX training initiatives, ensuring thorough investigations and adherence to regulations related to sexual misconduct and discrimination.
- **Restorative Practices Implementation:** Successfully implemented a restorative practices model, promoting a collaborative approach to resolving student conduct issues and fostering a positive campus climate.
- **Curriculum Development and Training:** Developed and delivered comprehensive training programs for students, faculty, and staff, improving understanding and application of the student conduct code and Title IX regulations.
- **Crisis Management:** Demonstrated strong crisis management skills, providing effective support during emergencies and overseeing complex student conduct cases with sensitivity and fairness.
- **Strategic Collaboration:** Built and maintained strategic partnerships with departments including Housing, Campus Safety, and Counseling, enhancing the effectiveness of student conduct interventions and support services.
- **Educational Program Leadership:** Led instructional efforts in management and career development, designing engaging curricula and utilizing cutting-edge technology to enhance student learning and career readiness.
- **Data-Driven Decision Making:** Oversaw data management systems to ensure compliance and informed decision-making, contributing to improved student conduct processes and institutional reporting.

PROFESSIONAL EXPERIENCE

Director of Student Conduct and Community Standards

The New School – New York City, NY | January 2024 – Present

Lead the strategic administration of the University's student code of conduct, collaborating with cross-functional teams to promote compliance and community standards for 10,000 students. Supervise and mentor the Associate Director of Student Conduct, oversee training for hearing officers, and ensure the implementation of effective alternative dispute resolution practices. Act as a key advisor on legal and regulatory matters, enhancing institutional integrity and student experiences.

- Provide leadership and guidance to the Associate Director of Student Conduct, conducting performance evaluations and fostering professional growth.
- Serve as the primary hearing officer for non-academic student conduct cases, working closely with the Senior Director of Academic Standards.
- Collaborate with the Title IX & Discrimination team to deliver educational initiatives on Title IX and discrimination, serving as Deputy Title IX Investigator.
- Oversee the PAVE data management system, ensuring compliance with institutional and federal guidelines.
- Lead the continuous review and enhancement of the Student Conduct Code, involving key campus constituencies in the process.
- Implement a restorative justice model to promote community accountability and development.
- Design and present training programs for students, faculty, and staff, ensuring awareness and understanding of the Student Conduct Code.

- Partner with Housing and Residential Education to ensure consistent application of student conduct policies, including case management and intervention strategies.
- Establish and maintain strategic partnerships with key departments, external law enforcement, and community organizations to support holistic student development.
- Facilitate comprehensive training sessions for university hearing board members, ensuring procedural fairness and transparency.

Assistant Director of Student Affairs & Interim Title IX Officer

St. Francis College – Brooklyn, NY | July 2022 – January 2024

Oversaw the College's Title IX program and student affairs operations, ensuring compliance with federal and state regulations while fostering a safe and supportive campus environment. Managed the case resolution process for sexual misconduct complaints, ensuring transparency, fairness, and alignment with institutional policies.

- Guided all parties through formal and informal resolution processes, ensuring clear understanding of their rights and options.
- Coordinated and executed training programs on Title IX and sexual misconduct prevention, tailored to both staff and students.
- Collaborated with internal departments and external agencies, including law enforcement, to facilitate criminal complaints and medical support for victims.
- Ensured alignment of college policies with federal laws, including the Clery Act and FERPA, promoting campus safety and compliance.
- Managed and tracked sexual misconduct case milestones, maintaining meticulous records for reporting and compliance purposes.
- Administered the College's online Title IX training platforms, continuously updating educational materials and resources.
- Provided regular updates on Title IX investigations to senior leadership, fostering transparent communication.
- Led the College's Clery Act compliance efforts, serving as the designated campus safety survey administrator.
- Updated the student handbook, ensuring accuracy in policies, services, and student-related activities.
- Provided resources and referrals for students in need of medical, academic, or personal support, enhancing overall student welfare.

Assistant Director of Student Conduct and Deputy Title IX Officer – Student Affairs

January 2022 – July 2022

Managed student conduct cases and bias-related incidents, ensuring equitable and just outcomes while enhancing campus safety and adherence to institutional policies. Acted as a key liaison among various college departments and external partners, and provided emergency support as needed.

- Directed adjudication of student conduct cases, ensuring fairness and adherence to institutional standards.
- Oversaw investigations into bias-related incidents, working closely with involved parties to resolve complaints effectively.
- Served as a liaison between Residential Life, Campus Security, Title IX, Athletics, and academic units, streamlining communication and resolution of student conduct issues.
- Managed emergency situations, offering guidance and support during and outside business hours.
- Reviewed and updated the student conduct process outlined in the Student Handbook, implementing necessary revisions to policies and procedures.
- Facilitated training sessions for conduct officers, including Resident Assistants and student government members, to promote adherence to conduct standards.
- Contributed to policy revisions and the development of training manuals, designing workshops to address student conduct issues.
- Maintained detailed records of disciplinary cases, tracking sanctions and generating reports on student conduct matters.
- Developed a comprehensive campus-wide reporting system to streamline the reporting of student conduct violations by the college community.
- Created standardized templates for reports and correspondence related to student conduct violations.
- Provided targeted training on conduct expectations, academic integrity, and ethics to students and staff.
- Collaborated with the Title IX Coordinator to develop and implement training on Title IX regulations and sexual misconduct policies.
- Participated in duty rotations within residence halls, handling student conduct matters and ensuring policy compliance.
- Conducted investigations into reported student misconduct, ensuring adherence to college policies and updating the Residence Life Agreement as needed.
- Ensured compliance with Title IX, FERPA, and the Clery Act, and supported College-wide events and initiatives such as orientations and recruitment activities.

Director of Student Conduct and Outreach – Student Affairs

Vaughn College of Aeronautics and Technology | January 2013 – January 2022

Led student conduct and outreach initiatives, focusing on mental health, diversity, and compliance. Oversaw judicial processes, coordinated campus-wide programs, and managed significant events, driving continuous improvement and community engagement.

- Coordinated mental health referrals for students dealing with depression, substance abuse, and interpersonal issues, collaborating with counseling services to support student well-being.
- Ensured campus-wide compliance with state regulations for incoming freshmen, managing adherence to all relevant standards.
- Oversaw the judicial process, including hearings, documentation, and sanctions, ensuring fair and timely resolution of conduct matters.
- Served on the Campus Emergency Response Team and various committees, addressing academic and personal student concerns and managing student crises.
- Led outreach and educational programs on diversity and conduct issues, targeting behaviors such as alcohol abuse and sexual assault.
- Managed compliance with state vaccination requirements, coordinating with admissions to facilitate student adherence.

- Directed major events such as commencement and honors convocations, overseeing a budget of over \$100K.
- Provided regular updates to senior management on compliance matters, collaborating with the Assistant Vice President of Student Affairs on legal issues.
- Partnered with HR to offer flu vaccines and managed communication regarding COVID-19 guidelines and student absences.
- Developed and implemented strategies to enhance student engagement in volunteer and community service activities.
- Approved medical documentation for student absences, ensuring accurate records and effective communication with faculty and staff.

Previous Roles at Vaughn College:

Assistant Director of Student Services | Coordinator of Student Services | Administrative Assistant to the Vice President of Enrollment | Assistant to the Recorder - Registrar's Office

TEACHING EXPERIENCE

Adjunct Instructor, Management Department

Vaughn College of Aeronautics and Technology | Fall 2011 – Present

Deliver instruction in management and organizational behavior, leveraging technology and adult learning theories to enhance student engagement and real-world application. Design and implement curriculum and assessments to prepare students for career advancement in management roles.

- Facilitate engaging class discussions using current technology and adult learning theories to teach management principles and organizational behavior.
- Develop and manage comprehensive course curricula, including instructional design and assessment strategies, to ensure student readiness for professional careers.
- Utilize D2L learning management software to evaluate and grade coursework, offering constructive feedback to support academic growth.
- Foster an interactive and dynamic learning environment, encouraging active participation and critical thinking among students.
- Stay informed of industry trends and incorporate them into teaching methods to maintain course relevance.

First Year Initiative/Experience Instructor

Vaughn College of Aeronautics and Technology | Spring 2015 – Fall 2022

Guided first-year students through essential skills and knowledge areas critical to their success, fostering a supportive learning environment and enhancing student retention.

- Instructed freshmen on key topics including campus safety, academic policies, learning styles, and time management, using interactive methods to support student success.
- Enhanced student retention by providing clear, actionable insights and fostering a supportive classroom atmosphere.
- Coordinated with various departments to invite guest speakers, enriching student learning with diverse perspectives.
- Participated in adjunct faculty meetings and professional development sessions to stay updated on best teaching practices.

Career Development Seminar Instructor

Vaughn College of Aeronautics and Technology | Spring 2019 – Fall 2019

Taught career development strategies, focusing on competencies, qualifications, and job search skills to prepare students for successful careers.

- Provided instruction on career development topics including skills assessments, interview techniques, and resume writing.
- Delivered interactive lessons and facilitated group discussions to support professional and personal growth.
- Conducted detailed reviews of resumes and cover letters, and provided mock interview sessions, offering personalized feedback for career preparation.
- Monitored student attendance and flagged those in need of additional support, ensuring timely intervention and guidance.

EDUCATION

Master of Business Administration (MBA)

University of Phoenix, Phoenix, AZ

Bachelor of Science in Business Administration (BSBA)

York College – CUNY, New York City, NY

Associate of Science in Business Administration (ASBA)

Queensborough Community College – CUNY, New York, NY

PROFESSIONAL TRAINING

- Investigation Skills and Report Writing for Higher Education – ATIXA, March 2024
- Title IX Regulations Rapid Response: Summary Session for Higher Education Professionals – *Grand River Solutions*, April 2024
- Clery Week Training – *SUNY Student Conduct Institute*, 2023
- Navigating Beyond Compliance in the Post-Regulatory World – *Grand River Solutions*, 2022

- Education Law 129-b: New York's Approach to Violence on Campus – *Grand River Solutions*, 2022
- Restorative Justice in Higher Education Student Conduct Processing – *SUNY Student Conduct Institute*, 2022
- Basic Compliance Training: Legal Fundamentals – *SUNY Student Conduct Institute*, 2022
- Mental Health, Equity, and Resilience Training – *NYC Department of Health*, 2021
- Operationalizing the Title IX Regulations for Student Conduct Professionals – *ASCA*, 2020
- Title IX: Training Your Hearing Boards – *SUNY Student Conduct Institute*, 2020

TECHNICAL SKILLS

- Proficient in Navigate, Colleague, SONIS, CBORD, and Starfish
- Experienced with learning management systems including D2L, Sakai, and Epsilen
- Advanced proficiency in Microsoft Office Suite