

LATOSHA M. WILLIAMS

EDUCATION

North Carolina State University

Master of Education in Higher Education Administration

Concentration: Organization and Administration

Raleigh, NC

May 2016

Spelman College

Bachelor of Arts, Political Science

Concentration: Management & Organization

Atlanta, GA

May 2007

CONDUCT EXPERIENCE

Associate Dean of Students & Director

2023-Present

Office of Student Conduct & Community Standards

Dean of Students Office / Division of Student Affairs / Duke University

- Supervise, train, advise, and evaluate team of 5 administrators (one Associate Dean, three Assistant Deans, and one Senior Program Coordinator) in the case management and administrative operations of a high-traffic and high volume conduct office
- Manage department budget of over \$650,000 dollars in operational and programmatic expenses.
- Partner with campus partners in Crisis Response and Risk Mitigation to review and revise Pickets, Protests, and Demonstrations policy and collaborate on pre and post PPD event administrative action response where appropriate
- Collaborate with the Office of Institutional Equity and the Office of General Counsel to provide process updates and plan University response to individual reports of alleged violations of Title IX and the university's Policy on Prohibited Discrimination, Harassment and Related Misconduct (PPDHRM) to include bias and sexual misconduct related matters.
- Facilitate hearings for the adjudication of non-Title IX sexual misconduct violations including training panelists, supporting complainants, respondents, witness, and advisor participation, and drafting hearing outcome reports including analysis on consent, incapacitation, use of force/coercion, credibility, sanctioning and rationale.
- Support complainants and respondents preparing for non-Title IX sexual misconduct resolution processes to resolve violations PPDHRM and ensure resources for resolution preparation are provided equitably to both parties
- Collect data on impact of office interventions with students and prepare and present annual and quarterly reports of 3 and 5 year longitudinal trends and outcomes to division leadership extracting qualitative and anecdotal highlights to steer programmatic and strategic planning on campus response and intervention of student behavior
- Represent the Dean of Students office in Director of Undergraduate Studies and faculty academic affairs councils on academic integrity
- Triage and evaluate behaviors of concern with possible paths to harm to self or others and make referrals as appropriate to the Student Behavior Assessment Team

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- Lead staff in developing investigation strategies for complex cases involving hazing allegations with registered, disaffiliated, and athletic student groups
- Collaborate with Off-Campus and Community Life, Duke University Police Department, City of Durham Police Department, Durham County Misdemeanor Diversion Program to build partnership and respond to neighborhood concerns
- Serve as Level 5 Maxient administrator for campus in first year moving into Maxient from Advocate
- Serve in Dean on Call rotation for 24-hour on call response to campus emergencies and requests

Associate Director for Student Conduct

2022-2023

Title IX & Discrimination, Harassment, & Retaliation

Office of Student Conduct / NC State University

- Develop office assessment plan and evaluation of office mission, vision, values to develop programmatic and learning outcomes to guide office service.
- Coordinate proceedings for the University Discrimination, Harassment, & Retaliation policy and Title IX Regulation policy ensuring student support and preparation and due process rights, facilitating attorney participation, and ensuring careful compliance to all federal regulations and guidance.
- Serve as department representative on University's Sexual Assault Response Team and Student Behavior Assessment Team collaborating with Office of Institutional Equity and Diversity, Violence Prevention and Risk Assessment, University Police, and Women's Center Interpersonal Violence Coordination
- Communicate with University Clery Compliance Officer to ensure Clery count and deconfliction occurs routinely in preparation for University Clery Report requirements
- Adjudicate cases of academic and non-academic misconduct using educational and developmental approaches
- Assess for case eligibility for restorative practices and alternative resolutions with a lens on repairing harm, restoring trust, and preventing further harm

Associate Director for Student Conduct in Residence Life

2017-2022

Office of Student Conduct & Department of Residential Life / Indiana University

Key Results

- Served as Co-Interim Director for the Office of Student Conduct for ten months, serving as one of two primary decision-makers for office in absence of director
- Prepare administrative action such as summary suspension, contract cancellations, and administrative moves for review and approval by Vice Provost of Student Affairs, General Counsel, Executive Director of RPS, Director of Residence Life and Director of Student Conduct
- Serve as Care Case Manager for all Residence Life students (12,000 students) on the campus Care Team convened weekly by Division of Student Affairs-Dean of Students Office
- Collaborated with immediate team to redesign comprehensive 8 hour Conduct and Care training for 30-40 hearing officers including online courses and interactive role play simulation, publication of new hearing officer manual

Responsibilities:

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- Supervise 3 professionals directly and functionally supervise 30-40 Residence Life professionals and graduate students providing training, development and ongoing coaching in areas relevant to their responsibilities ranging from administrative case management, procedural due process, meaningful student engagement and reflection
- Oversee all Residential Programs and Services (RPS) Mental Health-related cases in collaboration with campus Care Team led by the Dean of Students Office, participating in case conferences and risk assessment as needed
- Chair formal hearing proceedings for organizational and sexual misconduct to facilitate a standard with respect to “due process” throughout proceedings and that panel carefully weighs all information to ensure a fair outcome based on a preponderance of the evidence standard
- Co-convene a group of campus professionals to facilitate the updates to department wide emergency protocol for student staff and professional staff on-call levels

OTHER WORK HISTORY

<i>Assessment Consultant</i>	2020-2021
<i>Division of Student Affairs / Fayetteville State University</i>	
<i>Graduate Project Associate</i>	2016-2017
<i>National Survey of Student Engagement (NSSE©) Indiana University’s Center for Postsecondary Research</i>	
<i>Graduate Intern</i>	2015-2017
<i>Multicultural Student Affairs / North Carolina State University</i>	
<i>International Graduate Intern</i>	May 2015
<i>Welcome and Orientation Office / University of Macerata / Macerata, Italy</i>	
<i>Residence Director Graduate Assistantship</i>	2014- 2016
<i>University Housing / North Carolina State University</i>	
<i>Career Counselor & Assessment Coordinator</i>	2010- 2014
<i>Office of Career Services / Fayetteville State University</i>	
<i>Area Director</i>	2008- 2010
<i>Office of Housing & Residence Life / Spelman College</i>	

CERTIFICATIONS, AWARDS & TRAINING

- Cawood (Behavior) Threat Assessment Training, Duke University & NC State (2023)
- UNC System Behavior and Threat Assessment Training by Safe & Sound Schools, Michele Gay & ATAP President David Okada (Fall 2022)
- NC State Student Behavior Assessment Team 101 Training (Fall 2022)
- Diversity Issues in Violence Risk Assessment (Fall 2022)
- Member, National Association of Parliamentarians (2022)
- Sexual Misconduct Panel Chairperson Training (Four hour), Indiana University (2018-2022)
- Sexual Violence & Prevention Training Conference: Strangulation, Indiana University (2018)
- Sexual Misconduct Panelist Training (Eight hour), Indiana University, (2017-2022)
- Certified Instructor, Mental Health First Aid USA (2020)
- Mediator, 40-Hour Certification, Community Justice and Mediation Center, Bloomington, IN (February 2018)

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- Equal Opportunity Institute (EOI), Office of Institutional Equity & Diversity at North Carolina State University (2014-15)
- Safe Zone Certified Ally, Fayetteville State University (2014)
- Grant Recipient, North Carolina Career Development Association Best Practices Program Grant (2012)
- Certified Practitioner, Strong Interest Inventory®, CPP® (2011)

UNIVERSITY & COMMUNITY SERVICE

- Ex-Officio Board of Directors Member and Parliamentarian, Association for Student Conduct Administration (ASCA) (2023-24, re-appointed 2024-25)
- Chair, Association Operating Policies and Procedures Working Group (ASCA) (2023-present)
- Presidential Taskforce on Regions & States (2023-2024)
- Board Liaison, Women in Student Conduct Community of Practice (ASCA), (2023-2024)
- Board Liaison, Regions I-XIII (ASCA), (2023-2024)
- Chairperson, Youth Leadership Initiative, Alpha Kappa Alpha Sorority, Incorporated, Upsilon Kappa Omega Chapter (2023-Present)
- Sub-Committee Chair, IU System-wide Student Code of Conduct, Rights, And Responsibilities Policy & Procedures Revision Workgroup (2021-22)
- Commissioner, Bloomington Human Rights Commission (2020-22)
- Volunteer Mediator, Community Justice and Mediation Center, Bloomington, IN (2018-2022)
- Member, Bias Incident Response Network, Indiana University (2017-22)
- Facilitator, Native-American Education Forum College Access Camp, Undergraduate Admissions, NC State University (July 2015)
- Advisor, Junior Class Council-Student Government Association, Fayetteville State University (2012-14)
- Staff Ally & Coordinator, Division of Student Affairs Safezone Office & Training Initiative, Fayetteville State University (2013)
- Coordinator, “Project Synthesis” LGBT Professional Development Series, Fayetteville State University (2013)

PROFESSIONAL DEVELOPMENT & CONFERENCES

- Association for Student Conduct Administrators (ASCA) Annual Conference (2019,2023,2024)
- COFHE Conduct Officers Conference (2023, 2024)
- Donald D. Gehring Academy Aspiring Directors Track (2020)
- Institute for the Curricular Approach (ICA) (2019)
- National Behavioral Intervention Teams Association (NABITA), (2017)
- Association for the Study of Higher Education, (ASHE), (2015, 2016, 2017)
- National Conference on Race and Ethnicity (NCORE), (2016)
- American Association for Blacks in Higher Education (AABHE), (2015)
- North Carolina Career Development Association (NCCDA), (2012-13)
- National Association of Student Personnel Administrators (NASPA Region III) New Professionals Institute (2012)

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RESEARCH PUBLICATIONS, PRESENTATIONS

Panelist, Williams, L. (2024) Webinar on Freedom of Expression for Association for Student Conduct Administration.

Co-Presenter, Hertling, K, & **Williams, L.** (2020) Conduct educational plans and residential curriculum. Southern Student Conduct Institute (SSCI).

Panelist, **Williams, L.** (2019). Bias-incident response panel. ASCA Indiana State Drive-in Conference.

Presenter, **Williams, L.** (2018) Integrating residential curriculum into conduct. ASCA Indiana State Drive-in Conference.

Co-Author and Research Assistant, Lepeau, L., Hurtado, S., & **Williams, L.** (2018) Institutionalizing diversity agendas: An analysis of presidents' councils for diversity as mechanisms for strategic change. Journal of Student Affairs Research and Practice

Co-Author, Miller, A., **Williams, L.**, & Silberstein, S. (2018) "Found my place": The importance of faculty relationships in seniors' sense of belonging. Higher Education Research and Development.

Co-Presenter and Research Assistant, Lepeau, L., Hurtado, S., & **Williams, L.** (2017) Institutionalizing diversity agendas: An analysis of presidents' councils for diversity as mechanisms for strategic change. Association for Study of Higher Education Annual Conference

Co-Presenter, Miller, A., **Williams, L.**, & Silberstein, S. (2017) "Found my place": The importance of faculty relationships in seniors' sense of belonging. Jon. Dalton Institute. Florida State University.

Co-Presenter, Womble, C., Anthony, M., Cochrane-Brown, A., Harrison, J., & **Williams, L.** (2016). Black isn't one size fits all: Theoretical and practical perspectives on supporting graduate students transitioning into the doctorate [presentation]. National Conference on Race and Ethnicity (NCORE); San Francisco, CA.

Research Assistant, Bass Freeman, L. (2015) Ethics of care study on students' perception and expectation of care in the classroom [research assistant]. North Carolina State University; Raleigh, NC.