

# Marilyn L. Russell

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## EDUCATION

San Diego State University, San Diego, California

Masters in Postsecondary Educational Leadership, emphasis in Student Affairs, May 2006

University of Arkansas, Fayetteville, Arkansas

Bachelor of Science, Zoology, May 2001

## PROFESSIONAL EXPERIENCE

### **Director, Sorority and Fraternity Life**

October 2014-Present

#### **Office of the Dean of Students, The University of Texas at Austin, Austin, Texas**

- Manage over \$250,000 area budget for operating expenses and donor funded initiatives
- Hire, supervise and train 6 full time employees and 4 graduate assistants
- Oversee Safety Education Program which trains one leader from our 1300 student organizations
- Oversee hiring, supervision, and training of 7 Peer Safety Educators
- Oversee hiring, supervision, and training of University Leadership Network Interns
- Chair BeVocal, the campus-wide bystander intervention initiative and manages over \$100,000 budget
- Consultant Bystander Intervention Program for the UT System
- Collaborate with VPSA Development Staff to manage and update donor relationships
- Coordinate and advise the University Panhellenic Council members with on-campus rules compliance, inter-/intra-fraternal dynamics, leadership initiatives, training and recruitment policies
- Develop and instruct curriculum and strategies for leadership development, social justice, risk management, values alignment, service learning and community building with students

### **Deputy to the Dean of Students & Coordinator of Sorority and Fraternity Life**

October 2012-October 2014

#### **Office of the Dean of Students, The University of Texas at Austin, Austin, Texas**

- Advisor to the three Legislative Student Organizations (LSO), Student Government, Senate of College Councils, and the Graduate Student Assembly
- Coordinated the Governor's nominations for the Texas Higher Education Coordinating Board and UT System's Student Representative to the Board of Regents process
- Coordinated campus-wide elections which included elected student representatives for the Student Government, Graduate Student Assembly, Texas Student Media, University Unions Board, Events and Entertainment, and the University Co-Op
- Field media inquiries regarding LSO matters
- Advise the University Panhellenic Council members with on-campus rules compliance, inter-/intra-fraternal dynamics, leadership initiatives, training and recruitment policies
- Develop and instruct curriculum and strategies for leadership development, social justice, risk management, values alignment, service learning and community building with students

### **Coordinator of Sorority and Fraternity Life**

March 2009-June 2018

#### **Office of the Dean of Students, The University of Texas at Austin, Austin, Texas**

- Develop and instruct curriculum and strategies for leadership development, social justice, risk management, values alignment, service learning and community building with students
- Author of area's social media guidelines and outreach strategy
- Responsible for tracking financial income and expenditures, distribution of student organization funding grants, and documenting decision making processes for student and area programs
- Initiate changes in feedback protocols, area publication development and technology usage to increase outreach and impact with stakeholders
- Advise the University Panhellenic Council members with on-campus rules compliance, inter-/intra-fraternal dynamics, leadership initiatives, training and recruitment policies
- Communicate with the Office of the Dean of Students and Central Development gift officers on fraternity and sorority development initiatives

### **Greek Life and Student Organizations Advisor**

February 2007-March 2009

## **Center for Student Involvement, University of California, San Diego**

### Student Development

- Advise 36 sorority and fraternity chapters, 3 governing councils, and 3 Greek affiliate programs on issues of chapter management including membership recruitment, new member orientation, academic development, risk management, service, and finances.
- Counsel Greek and Social category organizations on event planning, including securing appropriate venues, compliance with health and safety regulations, determining appropriate security, and developing publicity campaigns.
- Review and update council's constitution and bylaws as well as expansion and recruitment policies.
- Attend all Interfraternity Council, Panhellenic Association, and Multicultural Greek Council executive board and president's council meetings.
- Interpret relevant university rules and regulations as it relates to event planning and risk management.
- Serve as the liaison to the Student Policies and Judicial Affairs Conduct Coordinator.
- Supervise one graduate student intern.

### Program Development & Implementation

- Planned and facilitated annual training and planning retreat for chapter and council officers.
- Organized and executed three sorority and fraternity recruitment programs in the fall, and two in the spring.
- Developed Greek 101, a New Member Development Program, which includes a new member orientation, risk management, leadership, and service component.
- Created and Co-Coordinated advocacy group, Greeks Against Sexual Assault (GASA), in collaboration with the Sexual Assault Resource Center.
- Collaborated with UCSD Athletics to support the "Greek Challenge" during basketball season.
- Revitalized annual Greek Week programming to include the Multicultural Greek Council as well as added a hands-on service project day.
- Planned and executed two EXCEL Leadership Conferences, with annual average attendance of 600 students and a budget of approximately \$15,000.
- Coordinated logistics to bring nationally recognized experts to campus to conduct keynote addresses, educational seminars, and small group meetings. Includes scheduling, contract negotiation and budgeting.
- Coordinated planning and implementation of campus wide, pre-recruitment event, Greek Block Party.

### External Relations

- Served as university liaison to alumni advisor, regional officers, and national headquarters staffs of sororities and fraternities.
- Prepared quarterly statistical report for supervisor and Vice Chancellor of Student Affairs.
- Developed the first Greek Life website for [www.ucsd.edu](http://www.ucsd.edu).
- Worked with Phi Gamma Delta national headquarters, local alumni, and IFC to re-activate their dormant chapter (Fall 2007).
- Worked with Triangle, Zeta Beta Tau, and Kappa Sigma national headquarters and the Interfraternity Council to help establish and organize their colonies at UCSD (Fall 2008).
- Worked with Phi Sigma Rho Sorority to establish the first affiliate organization of the Panhellenic Association (Winter 2008)
- Worked with Alpha Gamma Alpha, Alpha Epsilon Omega, Sigma Pi Alpha, and Psi Chi Omega to establish and organize their new chapters as part of the Multicultural Greek Council.

### **Student Organizations Advisor & Community Service Coordinator**

October 2005-February 2007

#### **Center for Student Involvement, University of California, San Diego**

- Advised organizations on event planning, including securing appropriate venue, compliance with health and safety regulations, and determining appropriate security.
- Provided consultation for 128 student organizations regarding decision-making, problem solving, officer and membership supervision, as well as goal development and implementation.
- Interpreted and advised student organizations on policies and procedures as well as insured compliance with university policies and procedures.
- Coordinated and co-facilitated campus wide community service projects such as American Pie: What's Under the Crust?, UCSD Cares, MLK Jr. Day of Service, Art Miles Mural Project, and International Education Week.

**Graduate Assistant, Academic Initiatives**

August 2005-December 2005

**Residential Education Office, San Diego State University**

- Supervised and evaluated 12 Academic Mentor staff in the Living Learning Community.
- Assisted Academic Coordinator in assessing student needs for supplemental instruction.
- Supervised the STAR Center, including staffing and monitoring the condition of equipment and resources.
- Served as the liaison between the Academic Mentor staff and the Academic Coordinator.
- Coordinated academic awards banquet for living learning community of 400 residents.

**Resident Director**

June 2004-August 2005

**University Towers Residence Hall, San Diego State University**

- Managed evenings and weekends on-site/on-call duty for 560 residents.
- Recruited, trained, supervised, and evaluated 8 Resident Assistant staff.
- Developed, marketed and implemented community building programming for a diverse population of students.
- Facilitated weekly staff meetings for 8 staff members during the year, and 16 during the summer months.
- Coordinated scheduling of Resident Assistants, front desk, and ID checker positions.
- Adjudicated conduct hearings and applied creative educational sanctions.
- Supervised summer conference staff of 17 to coordinate linens, room inspections, maintenance issues, keys and customer service.

**Graduate Assistant, Greek Life**

February 2005-May 2005

**Center for Fraternity and Sorority Life, San Diego State University**

- Advised the National Pan-Hellenic Council, attended all events and meetings.
- Advised students regarding recruitment, fundraising, and chapter involvement opportunities.
- Assisted in implementing the SDSU Greek Chapter Standards of Excellence Program.
- Advised and met individually with 20 chapter executive officers to assess their chapter's level of performance throughout the semester.
- Assisted in developing specific chapter goals and action plans to improve performance.
- Identified available resources to help chapters reach their goals for programming.
- Organized chapter officer workshop to accompany topics related to the Chapter Standards of Excellence.
- Co-facilitated Greek Week executive and council meetings and participated in the facilitation of all Greek Week events.

**Traveling Leadership Consultant**

July 2001 – May 2002

**Zeta Tau Alpha International Fraternity, Indianapolis, Indiana**

- Marketed the organization through recruitment of new members.
- Assisted in the formation of 2 new chapters and the reorganization of 1 active chapter.
- Assessed implementation of standards, sisterhood, scholarship, and leadership programming for new and chapter members.
- Evaluated chapter progress by meeting with campus administration.
- Promoted campus involvement and positive image enhancement.
- Facilitated officer training.
- Educated members about policies and procedures of the International Organization as well as the National Panhellenic Conference.
- Upheld Risk Management requirements and facilitated preventative programming.

**UNIVERSITY SERVICE & PRESENTATIONS**

- “The Past, The Present, The Future,” Hazing Prevention Outreach, Houston, TX ISD, Spring 2019
- True Colors, Presented each semester to all new VPSA division staff, 2013 - Present
- BeVocal: The Bystander Intervention Initiative of the University of Texas at Austin, July 2012-Present
- Preparing for the Zombie Apocalypse, Texas Leadership Summit, Spring 2012

- Keynote Speaker, Student Organizations Leadership Retreat - Fall 2008
- “Hazing, Break the Tradition, Not the Law” - presented once a quarter
- “Recruitment and Retention” - Spring 2008, Fall 2008
- “Panhellenic Recruitment 101” - Spring 2007, Spring 2008
- New Member Orientation, “Greek 101” - Fall 2008
- Center for Student Involvement, registration sessions - ongoing
- Center for Student Involvement, Triton Activities Planner information sessions – ongoing
- Search Committee Chairman, Community Service Coordinator - Fall 2008
- UCSD Nomination Chairman - Presidents Higher Education Community Service Honor Roll - Fall 2007

## **CERTIFICATIONS & AFFILIATIONS**

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- True Colors Certified Facilitator (2013)
- BeVocal Campus Facilitator (2012 – Present)
- Social Justice Mediation Training, Office of the Dean of Students, The University of Texas at Austin (2012)
- Undergraduate Interfraternity Institute (UIFI) Facilitator, National Interfraternity Conference, Texas Christian University Campus Edition (2012)
- IMPACT Facilitator, National Interfraternity Conference, Texas Christian University Campus Edition (2012)
- Interactive Workshop Facilitator, CAMPUSPEAK, Inc, (2010-Present)
  - PersonalPower, Building New Leaders, Leadership Plunge, Council Surge, Finding Your Why
- RESPONSE ABILITY Level Two Certification
- Ally Training, Gender and Sexuality Center, The University of Texas at Austin (2009 & 2018)

## **MEMBERSHIPS & ACTIVITIES**

- Association of Fraternity Advisors, Member 2007 – Present
  - AFA Faculty 2011, 2014, 2017
  - First 90 Days Mentor (2011-2012)
  - Graduate Staff Selection Committee (2011)
- Association of Fraternity Leadership and Values, Conference Attendee 2007 – Present
- University of Arkansas Alumnae Association, Member 2001 – Present
- Zeta Tau Alpha Fraternity
  - National Officer Positions
    - Harm Reduction Committee Member (2017-Present)
    - Director of New Chapters, The University of Texas at San Antonio (2009 – 2014)
    - Director of New Chapters, Colorado State University (2007-2009)
  - Local Involvement
    - ZTA Austin Alumnae Chapter – VP Programming & Panhellenic Delegate (2013-2017)  
Service Chairman (2012- 2013), Treasurer (2010-2012 & Present)
    - ZTA San Diego Alumnae Chapter - Panhellenic Delegate (2005-2009)
- San Diego Alumnae Panhellenic – Treasurer & Vice President of Programs (2005-2009)
- Order of Omega Honor Society, Member 2000 – Present

## **AWARDS**

- The University of Texas at Austin, Staff Merit Award Recipient, Spring 2019
- Zeta Tau Alpha Honor Ring Recipient, Summer 2016
- The University of Texas at Austin, Eyes of Texas Campus Service Recognition, Spring 2012
- Community Advisor of the Year, Center for Student Involvement, Spring 2008
- Administrator of the Year, Sigma Chi, Spring 2007