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SUMMARY

Over twenty years of higher education experience crafting and executing innovative recruitment and retention programs and approaches that yield measurable outcomes. I possess the strong interpersonal and communication skills necessary for building institutional relationships and partnerships that serve to benefit student development. I have demonstrated the ability to achieving strategic goals, managing budgets, promote staff development and supervision, program assessment, cross-cultural communication, and organizational restructuring.

LEADERSHIP EXPERIENCE

Chief Diversity Officer (CDO), Monroe Community College, Rochester, NY (August 2018 – present)

- Supervise the Director, Title IX, the Assistant Director (Professor) of the PRISM Multicultural Center, and the Coordinator for the Native American Initiatives Project.
- Implement, evaluate, and update the College's Diversity, Equity, and Inclusion Plan periodically
- Coordinate, guide, support, and assess College initiatives, efforts, and activities designed to promote and support diversity, equity, and inclusion
- Lead the College's Bias Incident Response Team and work collaboratively with the Director for Title IX and Inclusion, the Assistant to the President for Human Resources and Organizational Development, the Shared Leadership Coordinating Council, and appropriate stakeholders to resolve reported concerns
- Establish and maintain the College's Inclusion, Diversity, Equity, and Accountability website to promote open communications
- Lead the planning for two annual College summits on diversity, equity, and inclusiveness
- Collaborate with the Offices of Human Resources and Organizational Development and Title IX and Inclusion to provide implicit bias and cultural competency training to the College community
- Collaborate with the Office of Human Resources and Organizational Development and appropriate stakeholders to assure equity and inclusion in the College search, hire, tenure, and promotion processes

- Coordinate the Inclusion, Diversity, Equity, and Accountability (IDEA) Council, which includes representatives of the four divisions of the College, Faculty Senate, Faculty Association, CSEA, and the MCC Foundation.
- Serves as the College liaison to SUNY's Chief Diversity Officer and the statewide CDO network
- Works collaboratively with community-based agencies on improving diversity, equity, and inclusion
- Performs other duties and responsibilities assigned by the President

Director, Educational Opportunity Programs (EOP), Binghamton University, Binghamton, NY (February 2015 – August 2018)

- Managed an annual budget of \$2 million as well as other financial resources assigned to EOP (e.g., Income Fund Regular IFR) and oversaw the pursuit of external funding sources
- Initiated a fundraising campaign for the EOP department to raise \$1M by 2018, the program's 50th anniversary. Fundraising efforts to date have yielded \$250,000 in donations in two years (2015-17)
- Oversaw a program with the highest 6-year graduation rate (83%) and grew the program from 528 FTE to 650 FTE in two years.
- Provided leadership, manage overall planning, and supervise all activities and program development undertaken by EOP, including the summer program and the orientation program for students and parents. These activities also include, but are not limited to, curriculum development and design as it pertains to the program's instructional component, tutoring, counseling, mentoring, academic advising, and career advising
- Supervised, evaluated, and provided opportunities for the development of nine EOP professional staff members
- Ensured ongoing collaboration between EOP and academic departments, libraries, administrative departments, student organizations, students, faculty, and the University community at large. These collaborations include programs such as the C-STEP (Collegiate Science and Technology Entry Program), the McNair Scholars, the Louis Stokes Alliance for Minority Participation (LSAMP), the Bridges to the Baccalaureate, and the Discovery Program
- Appointed positions and leadership roles within the Division of Student Affairs: Students of Concern Behavioral Consultation Committee (BCC); Founded and Co-Coordinated the Annual Faculty Staff and Students of Color Meet & Greet (2007 – 2015); New Student Orientation Planning Committee; Healthy Campus Coalition Committee
- Worked closely with the departments responsible for Enrollment Management, Institutional Research and Assessment, Undergraduate Admissions, Financial Aid and Student Records to promote the successful recruitment, enrollment, retention, and graduation of underrepresented students

- Guided a strong structure for the program's assessment process utilizing the WEAVE system
- I supervised the preparation and dissemination of all reports and documents concerning EOP requested by the Faculty Senate EOP Advisory Committee; the Vice President for Student Affairs, the Provost and Executive Vice President for Academic Affairs, State and Federal agencies, Office of Opportunity Programs, and other external funding sources.
- Served as a member of the Provost' s/Vice President for Academic Affairs Council, the Vice President for Student Affairs Council, Faculty Senate EOP Advisory Committee (Ex-officio), and other committees as assigned.
- Ensured a shared governance exists in which garnered student input through a student advisory board.
- Ensured a continuous evaluation of the entire program, including student progress, curricular offerings, tutoring and counseling, and other academic support services, is conducting year-round.

Director, Access Opportunity Programs (AOP), Geneseo, State University of New York, Geneseo, NY (February 2006 – February 2015)

- Managed an annual budget of \$850K as well as other financial resources assigned to AOP (e.g., Supplemental Instruction, CAE, etc.,) and oversaw the pursuit of external funding sources
- Directed all aspects of program management including admission, recruitment; the annual expenditure plan; the End-of-Year Program Evaluation; the Annual Parent/Student Orientations in both NYC and at SUNY Geneseo; Summer Program Planning; and the hiring of summer program faculty, staff, and students
- Provided academic instruction, tutoring, counseling, mentoring, academic advising, and career advising for four hundred fifty (450) first-generation, low-income students (EOP), as well as immigrant students in the country for less than six years. I grew the program from 250 (2007) to 450 (2015).
- I provided ongoing supervision for five full-time counselors, three graduate counselors, and 1.5 FTE support staff.
- Spearheaded the creation of four student leadership and development organizations: Minority Association for Pre-Health Students (MAPS), Men Incorporating Leadership, Empowerment and Service (MILES), Student Advisory Board (SAB), and the Women's Leadership Institute (WLI)
- Appointed positions and leadership roles within the Division of Academic Affairs: Academic Affairs Senior Leadership Team, University Academic Standards Review Committee, Center for Academic Excellence (CAE); University Supplemental Instruction (SI); High-Impact Practice Review Team; Recruitment and Retention of Students of Color Committee
- Appointed positions and leadership roles within the Division of Student Affairs: Students of Concern Behavioral Consultation Committee (BCC); Founded and Co-Coordinated the Annual Faculty Staff and Students of Color Meet & Greet

(2007 – 2015); New Student Orientation Planning Committee; and the Healthy Campus Coalition Committee

- Appointed University-wide committees: Affirmative Action Committee, Administrative Assessment Committee, and the Diversity Planning Committee
- Managed all aspects of admission for AOP including application review, admission interviews, reviewed financial eligibility (EOP), and made final admission decision. Grew TOP from 150 students (2007) to 350 students (2015). Also met or exceeded admission goal fifteen out of sixteen years
- Co-authored a grant through the Office of Sponsored Research for President Obama's "First In the World" Program

Assistant/Associate Director, Access Opportunity Programs, SUNY Geneseo, Geneseo, NY (1998 – 2006)

- Coordinated AOP counseling staff meetings weekly
- Coordinated AOP associated support services (academic advisement, tutorial services, and student development)
- Managed AOP support services data collection and computer entry activities for all AOP staff and coordinate weekly posting of data on the computer using OSP and File Express software
- Supervised all academic and social components including the selection of faculty and student staff for the 4-6 week AOP Summer Program
- Coordinated AOP's pre-freshman Admission interviews
- Served as liaison between academic and student affairs departments when designated
- Coordinated the publishing of the AOP newsletter and serve as the clearinghouse for published articles
- Maintained a caseload of 30% of students enrolled in the Transitional Opportunity Program and 5% of Educational Opportunity Program students
- Assisted the Director with the writing of grant proposals as well as state-mandated reports

Counselor/Coordinator of Disability Services (DCC), Monroe Community College, Damon City Campus, Rochester, NY (1995 – 1998)

- Provided academic advisement in addition to personal, social, career and financial aid counseling to students, both individually and in group settings
- Designed and offer student development workshops such as stress/time management
- Coordinated services for and facilitated concerns of approximately 45 students registered with the Office of Disability Services
- Assisted in coordinating and providing orientation, advisement and registration services

- Developed and maintained familiarity with Section 504 of the Americans with Disabilities Act
- Administered and interpreted assessment instruments, and assisted with student academic placement
- Facilitated and coordinated career workshops for area schools and communitybased organizations
- Designed a handbook for "Students with Different Learning Styles."
- Designed and facilitated a Black and Latino Male Support Group
- Provided pre-admission and financial aid advisement to prospective students

PROFESSIONAL AFFILIATIONS:

- American College Counseling Association (ACCA)
- National Academic Advisement Association (NACADA)
- National Association of Student Personnel Administrators (NASPA)
- American Counseling Association (ACA)
- Council of EOP Directors (CEOPD)

NOTABLE ACKNOWLEDGEMENTS

- SUNY Geneseo Promoting Awareness toward Harmony (PATH) Award 2014
- SUNY Chancellor's Award for Excellence in Professional Service 2012
- Geneseo Pride Award 2005

EDUCATION

Doctorate of Education (Ed. D.) – Higher Education Administration

Dissertation: "Evaluating the Access Opportunity Programs Support Services: Students' Perceptions and Experiences."

The University of Rochester, Rochester, NY

Master of Science in Education, Counselor Education (Concentration: Multicultural Counseling)

State University of New York College at Brockport, Brockport, NY

Bachelor of Arts, Liberal Arts

Binghamton University, Binghamton, NY

SELECT PRESENTATIONS AND TRAININGS

• "Redefining Access and Inclusion: Emerging Practices and Perspectives." Tri-State Consortium of Opportunity Programs in Higher Education Conference, Atlantic City, New Jersey, April 23-26, 2017.

- "When Email is not enough: Bridging the Digital Divide in the Advisement Process." – 2016 EOP Academic Advisor and Student Services Professional Training Institute. Niagara Falls, New York, June 1 – 3, 2016.
- SUNY Leadership and Diversity Conference (August 3 8. 2014)
- Association of American Colleges and Universities (AAC&U) Institute on "High Impact Practices & Student Success." Team Member (June 11-15, 2013)
- Behavioral Consultation Team (Fall 2012 2015)
- Cultural Harmony Week Planning Committee (Fall 2012 Spring 2015)
- SUNY Geneseo Middle States Self-Study, Student Success Committee (2011-12)
- "Aligning Student Development Initiative to CAS Standards" Presenter, Tri-State Consortium of Opportunity Programs 11th Biennial Conference, March 20-23, 2011.
- "Tips for Men Working with Women in the Workforce" *Presenter*, Women's Leadership Conference, SUNY Geneseo, March 8, 2010
- "Promoting Student Development by way of PRIDE: Personal Responsibility, Initiative, Determination, and Effort" – *Presenter*, Tri-State Consortium of Opportunity Programs 10th Biennial Conference, March 25-29, 2009
- Race and Campus Culture Teach-In, *Facilitator* (Fall 2007 & Spring 2008)