

Attachment 3

Patricia A. Hudgins

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Education

Master of Science in Education, Counseling and Student Development 2011
Kansas State University, Manhattan, KS

Bachelor of Arts, Communication Arts
University of Cincinnati, Cincinnati, OH

Mental Health First Aid Certificate, Manhattan KS Fall 2019

Employment

KSU Career Center, Associate Director, Manhattan, KS 2013-present

- Lead a team of 11 advisers and graduate students, facilitating bi-weekly meetings and various team building inspired activities.
- Serve as Director on duty in the absence of the Executive Director, and attend various meetings.
- Provide current students and recent graduates with individual career advisement and career options.
- Assist students with resume development, job searching, and enhanced interview skills.
- Collaborate with various partners across the Division of Student Life to prepare students for global opportunities.
- Lead classroom, group presentations, and center-sponsored workshops.
- Chair, interview days for future educators and serve as liaison to the College of Education.

Student Publications Inc./CMG, Operations Director, Manhattan, KS 1990-2013

Human Resource Officer

- Processed bi-weekly payroll and maintain confidential employment records for more than 125 employees.
- Working knowledge of employment laws, policies, and employment benefits.

Classified Advertising Adviser

- Supervise a team of six-nine students, guiding with marketing, planning and placement of advertising in a daily college student newspaper. Create and execute specialized promotions and marketing campaigns.

Business Office Manager

- Lead a team of students in managing the daily operations of a fast-paced business office, processing over a million dollars in transactions, advertising, enhancing marketing, business promotions, and customer service.
- Coordinated special events, banquets, awards recognition, special guests and accommodations. Work with every budget unit on KSU campuses to provide up to date campus directory listings.

Distribution and Circulation

- Managed and motivated a team of five to eight persons in the daily delivery operations of more than 100 drops of the daily campus newspaper, serving the K-State campuses and area community clients.
- Coordinated, invoices and expand circulation points.

Ambassador Coordinator

- Represented the office arranging tours, campus visits, prepare media displays and presentations to aid in the university and Student Publications recruitment process.
- Attended national, regional and local events and conferences interacting with high school and college students and their families.

School of Leadership Studies, Kansas State University, Manhattan, KS Spring 2011

Teaching Assistant, School of Leadership Studies, graduate practicum

Attachment 3

- Assisted, and led weekly classroom discussions for *Culture and Context* for a class of 42 students.

Kansas State University Athletics, Manhattan, KS

Fall 2010

Athletic Learning Center Coordinator, graduate practicum

- Responsible for guiding, advising and meeting with six-eight at-risk student athletes weekly, to encourage and help manage academic workload. Monitored weekly progress and gave verbal kudos for maintaining academic progress. Monitored weekly class attendance for various athletes.

Flint Hills Publications Workshop, Kansas State University, Manhattan, KS

Summer 2010

Instructor

- Week-long summer workshop to benefit minority middle school students to expose to journalism, broadcast and media opportunities.
- Planned curriculum, activities, and facilitated instruction with the presentation of newsletter and media presentation by the end of the week.

Office of Diversity, Kansas State University, Manhattan, KS

2001-2002

Interim Director, Multicultural Student Organizations

- Coordinated special events, presentations, speakers and all accommodations for five multicultural student organizations including eight historically Black Greek organizations.
- Served as a campus liaison to Big 12 schools in our conference. Attended Big 12 conferences with student reps. Helped KSU students plan, prepare and host Big 12 Conference on Black Student Government.

Non-Profit Organization, Olsburg, KS

1988-2003

Education Director

- Led instructors for middle school-aged through adult learning environment. Coordinate curriculum and monthly staff meetings to strengthen continuity in instruction. Facilitated quarterly roundtable presentations to build group cohesion. Developed and presented motivational topics for leaders to build team and leadership skills.

Leadership & Involvement

Board of Directors

Riley County Police Department, Law Board, Member	2021-present
State Board of Indigent Defense Services, Board of Directors	2020-present
Local Church, Manhattan, KS-Vice President	2003-present
Community Advisory Board, Riley County Police Department	2019-2020
USD 383 Manhattan-Ogden Board of Education (Vice President 2016-17)	2013-2018
Flint Hills Volunteer Center, Chair-Elect Manhattan, KS	2012-2014

Collegiate Involvement

KSU Faculty/Senate member	2019-present
Certified Intercultural Development Inventory, educator	2018-present
NACE, member (National Association of Colleges and Employers)	2013-present
Black Faculty/Staff Alliance- Member, Chair, Exec. Board	1993-present
Kansas State University Powercat Mentoring Program for Student Athletes	2001-present
Women of Kansas State, focus group, member, attendee	2010-2018
Multicultural Student Reception Leader, Kansas State University, Open House	2009-2016
Kansas State University Peer Review Committee- Member, Chair	2002-2004, 2011-2013
Silver Key Honorary Scholarship- Selection Committee	1999-2011
Honor and Integrity Council, Kansas State University	2011

Attachment 3

Kansas State University Hiring Focus Group for 2025 Strategic Plan	2011
Dean on Call, Crisis Management Program, Office of Student Life, Kansas State University	2004-2009
KSU Coffman Leadership Institute Scholar	2007
All University Martin L. King, Jr. Observance- Coordinator and Co-Chair	2001-2002
Mass Communicators of Many Cultures- Co-Adviser	1998-2002
Launched Diversity Discovery Division of the Flint Hills Publication Workshop, Kansas State University	1998

Civic Involvement

Douglass Community Center, Mural selection committee	Spring 2021-present
USD 383 Committee for Diversity and Inclusion	2018-present
AAUW, member (American Association of University Women)	2014-present
Alpha Kappa Alpha Sorority Inc., active member	2012-present
Region Reimagined/Steering committee/Advisory- Manhattan Chamber of Commerce	2017-2020
Riley County Police Director, Search Committee	2018
USD 383 High School Principal Search Committee	2018
Riley County Police Department, Citizens Police Academy	2014
Leadership Manhattan graduate/ Manhattan Chamber	2013
USD 383 Manhattan Middle School and Manhattan High School Booster	2003-2017
USD 383 Site Council- Chair, Member (Bergman, AMS, MHS)	2003-2011
USD 383 Diversity Commission	2000-2011
United Way of Riley County- Allocations Committee Member	2005-2009
USD 383 Parent Board of Bergman Aftercare Program	2003-2009
Riley County Police Dept. Promotions Board	2009
Manhattan Mercury, Grand Jury for community action, Manhattan, KS	1995-1998
Kansas Department of Corrections, volunteer, Topeka, KS	1991-2018

Honors and Recognitions

Manhattan Community- Spirit of Martin L. King, Jr. award	2018
Commerce Bank Presidential Faculty/Staff Award Finalist	1999-2000
Martin L. King, Jr. Drum Major award recipient commitment to leadership and diversity	2000
Recognized in Manhattan Mercury as one of Manhattan's Most Influential Leaders for Community Involvement, Manhattan, KS	

Presentations

Guest Speaker at various multicultural student organizations, topics include: budgeting, leadership strategies, diversity, and retention, Kansas State University, Manhattan, KS	1998-present
KSU lecturer for series, <i>What Matters Most to Me</i> .	2018
Brown Bag Discussion Leader, from PBS documentary, <i>Slavery by Another Name</i> by Douglas Blackmon, Kansas State University, Manhattan, KS	2012
Interview with Martin L. King, Jr. Observance historians on Kansas State University Broadcast network, <i>Reliving the Dream</i> , Manhattan, KS	2011
Kansas Student Affairs Conference, <i>Helping Students to Persist in College: What works? What Does Not Work?</i> Wichita State University, Wichita, KS	2011
Multicultural Student Honor Society, Induction Banquet Speaker, Manhattan, KS	2009
Kansas State University, Orientation and Enrollment parent group diversity presenter	2002-2009
Community Theatre, actress, <i>Drivin' Miss Daisy</i> , Columbian Theater, Wamego, KS	2006
Big 12 Conference on Black Government, <i>Time Management</i> , Manhattan, KS	2004