

EDUCATION:

- Michigan State University** East Lansing, MI
MS Organic Chemistry May 2006
Coursework: Advanced Organic Synthesis, Cellular Metabolism & Signaling and Analytical Chemistry
- University of Michigan** Ann Arbor, MI
BSE Chemical Engineering (Finance 20% of education) May 2001
Coursework: Thermodynamics, Organic Chemistry, Pharmaceutical Engineering and Finance

WORK EXPERIENCE:

- Michigan State University** The Graduate School East Lansing, MI
Program Manager: AGEP, CAFFE and SROP Programs 5/10-Present
- Plan annual state-wide Fall Alliance for Graduate Education Professoriate (AGEP)/King Chavez Parks (KCP) Conference including speaker selection and abstract review
 - Facilitate monthly meeting with campus AGEP members and steering committee
 - Manage daily activities of the Center for Academic Future Faculty Excellence (CAFFE)
 - Develop with faculty the comprehensive professional development and mentoring programs for graduate students and post-doctoral fellows
 - Develop curriculum for Summer Research Opportunities Program (SROP)
 - Review SROP student applications and facilitate faculty mentor pairings
 - Research, locate and foster new ties other post-secondary institutions throughout the country to recruit a diverse pool of applicants
 - Oversee internal and external marketing to promote diversification within the university
- Charles H. Wright Museum of African-American History** Detroit, MI
Science Education Consultant 9/11-05/12
- Carried out research, analysis and data collection for science exhibit needs assessment
 - Interviewed client employees, management team and other stakeholders
 - Developed curriculum plan for an exhibit based on the state of Michigan elementary school science learning objectives and national career trends
 - Prepared proposals and presented findings to management team
 - Provided recommendations and solutions on the clients behalf including content preparation and interface design
- Michigan State University** Charles Drew Science Scholars Program East Lansing, MI
- Instructor* 8/10-01/14
- Career Advisor and Program Coordinator* 8/10-5/14
- Undergraduate Advisor* 8/07-8/10
- Assistant to Charles Drew Science Scholars Program Director* 1/05-05/06
- Graduate Student Assistant* 1/02-01/05
- Advised students based on routine assessment and evaluations
 - Provided career counseling including resume writing, cover letter editing, and mock interviews
 - Lead discussion sections for organic chemistry lectures and NMR laboratory courses
 - Provided technical assistance in the development of program web site: drewscholars.msu.edu
 - Provided academic advising and make appropriate referrals to campus wide services when necessary for students
 - Maintained student files and records

WORK EXPERIENCE CONTINUED:

University of Michigan College of Engineering

Ann Arbor, MI

Lecturer

8/07-5/09

- Lead discussion and rehearsal sessions for junior and senior-level chemical engineering courses
- Presented lectures on best practices of public speaking and technical report writing for junior and senior chemical engineering students
- Graded and edited student reports and oral presentations

Michigan State University College of Human Medicine

East Lansing, MI

Website Coordinator: chmcareers.msu.edu

8/07-11/08

Associate Program Director for Pre-Professional Programs

8/06-8/07

Program Coordinator

6/05-8/06

- Provided technical assistance in the development of CHM Career Advising web site
- Coordinated specialized and ongoing programs requiring interdisciplinary and multi-institutional participation involving topics such as service-learning, health disparities, personal statement writing, career exploration and diet as preventative medicine
- Developed new curriculum and instructional strategies based on program evaluations
- Conceptualized lesson plans and taught high school chemistry as well as college biology and organic chemistry seminars while meeting a variety of learning styles and academic levels
- Managed daily activities of an academic-year and two simultaneous summer undergraduate programs, Pre-Professional Preparatory Institute (PPPI) and Pre-Medical Achievement Program (PMAP) including student recruitment, leadership training, and alumni relations
- Designed program materials including student handbooks, workshop evaluations, progress reports and program summary reports
- Facilitated student placement and developed projects for undergraduate research and professional shadowing
- Experienced working with first generation and low-income students and TRIO programs

Morgan State University

Baltimore, MD

Technical Communications Consultant

6/08-11/08

- Wrote user-friendly, original documentation for updates and modifications
- Submitted drafts of technical material for review and managed edits

Michigan State University College of Engineering

East Lansing, MI

Summer Undergraduate Research Academy (SURA) Program Coordinator

6/08-8/08

- Lead weekly discussion sessions about technical communication and lab dynamics
- Facilitated rehearsal sessions with students for their conference presentations
- Designed program materials including handbook and closing reception program

Michigan State University College of Veterinary Medicine

East Lansing, MI

Supplemental Instructor

10/06-5/07

- Lead discussion sections for organic chemistry lectures and student development seminars

Cornell University NIH-MIRT Program

Dominican Republic

Graduate Assistant

Summers 02-04

- Coordinated research activities, laboratory supervision and instruction for 10 week summer program
- Studied the pathology and associated vectors of malaria, dengue, filariasis, and breast cancer
- Edited student abstracts, reports and powerpoint presentations on medicinal plants and disease
- Conducted interviews of local people concerning their medicinal plant selection and health behavior

WORK EXPERIENCE CONTINUED:

- Bristol-Myers Squibb Company** Wallingford, CT
Summer Intern Analytical Chemistry 6/01-9/01
- Evaluated CE-MS in terms of performance and potential as a routine technique
 - Designed separation methods for benzodizepines using CE-UV and LC-MS
- Boehringer Ingelheim Pharmaceuticals** Ridgefield, CT
Summer Intern Pharmaceutics 6/00-9/00
- Executed physical and analytical tests on solid and gelatin dosage forms
 - Analyzed samples using HPLC, TLC, silica gel fractionation and mass spectroscopy
 - Trained in cGMP and quality awareness procedures
- Schering-Plough Pharmaceutical Research Institute** Kenilworth, NJ
Summer Intern Sterile Formulations 6/99-9/99
- Investigated excipient interactions using UV-Vis spectroscopy and DSC to resolve manufacturing problems
 - Reformulated existing products using HPLC and solubility studies to reduce costs
 - Utilized bioinformatic browsers for datamining including Entrez, PubMed, and BLAST
 - Trained in cGMP and quality awareness procedures
- University of Michigan** College of Pharmacy Ann Arbor, MI
Research Assistant 9/98-6/99
- Developed freeze-dried gene delivery formulation to enhance recovery of bone fracture
 - Investigated DNA stability within a polymer matrix using shear stress and enzymatic assays
- Northwestern University** Chemistry Department Evanston, IL
Summer Intern 6/98-8/98
- Performed synthesis and characterization of polymer electrolytes
 - Analyzed complexes using NMR, IR, Raman, x-ray diffraction, and optical microscopy
- University of Michigan** Chemical Engineering Department Ann Arbor, MI
Research Assistant 9/97-8/98
- Set up and monitored laboratory experiments that have oil recovery applications
 - Studied the effects of pH and trace minerals on bacteria death kinetics
- Wayne State University** Institute of Chemical Toxicology Detroit, MI
Lab Technician 11/95-8/96
- Worked on projects relating to breast cancer and protein (P-450) expression research
 - Certified to work with radioactive isotopes at the Wayne State University
 - Conducted experiments involving electrophoresis, PCR and densitometry
- Sears Magnetic Windows** Detroit, MI
Sales Representative & Trainer 5/95-12/95
- Delivered sale presentations and trained sales staff

PUBLICATIONS:

Kim, D.S., Thomas, S., and Fogler, H. S. **2000**. Applied and Environmental Microbiology. Vol. 66, Pages 976-981

Kwok, K.Y., Adami, R.C., Hester, K.C., Park, Y., Thomas, S., and Rice, K.G. **2000**. International Journal of Pharmaceutics. Vol. 203, Pages 81-88.

CONFERENCE ROLES:

Event Planner , NOBCCChE National K-12 STEM Weekend	Fall 2015-Present
Presentation Judge , Annual Biomedical Research Conference for Minority Students (ABRCMS)	Fall 2011-2013
Poster Judge , Emerging Researchers National (ERN) Conference	Spring 2011-2012
Conference Planner , Michigan AGEP Alliance Fall Conference	Fall 2010-Present

PRESENTATIONS:

Managing your Digital Identify and Crafting your Professional Portfolio Florida International University McNair Conference	Miami, FL	10/15
Engaging Undergraduates in Research North Central Sociological Association Conference	Pittsburgh, PA	04/12
The Michigan State University CAFFE: The Difference Between Discipline-Specific Research Training and Preparation for an Academic Career NSF Joint Annual Meeting (JAM)	Washington D.C.	06/11
The Secrets of Ancient Egyptian Medicine: Women, Healing and Power Charles Wright African-American Museum	Detroit, MI	03/09
Aligning Religion and Medicine: Exploring Ethiopian & Nigerian Practices Black Religion & Spirituality Conference	East Lansing, MI	10/09
Best Practices in Technical Communication National Society of Black Engineers (U of M Chapter)	Ann Arbor, MI	01/08
Impact of Indigenous Knowledge Systems: Agricultural and Sustainable Development of Africa and Asia National Undergraduate Bioethics Conference	East Lansing, MI	03/07
Chemical and Biological Analysis of Natural Products from the Dominican Republic NOBCCChE Regional Meeting	Indianapolis, IN	10/02

LEADERSHIP EXPERIENCE:**National Organization of Black Chemists and Chemical Engineers (NOBCChE)**

<i>National Secondary Education Committee Chair</i>	10/14-Present
<i>National Science Bowl Committee Chair</i>	10/13-Present
<i>Midwest Regional Conference Co-Chair</i>	01/09-11/09
<i>MSU Chapter Advisor</i>	05/07-Present
<i>National Webmaster: nobcche.org</i>	07/04-12/09
<i>U of M Chapter President</i>	4/99-4/00
<ul style="list-style-type: none"> • Raised over 20K in financial donations and in-kind services for regional Green Technology Conference • Developed conference promotional materials, website, itinerary, and program evaluation • Coordinated Detroit-area high school visit of MSU department lab tours • Sit on national and regional conference planning committees • Oversaw the development and maintenance of national website • Managed student chapter budgets, wrote funding proposals and strategic plans for university and corporate support • Assess group needs, and develop and deliver material to student organization leaders to facilitate their professional development • Develop curriculum for science competition questions based on Common Core and Next Generation Science Standards • Recruit college fair participants and panelists for regional and national events • Recruit teachers and community organizers to manage middle and high school teams for annual competitions • Manage a team of scientists and educators for science bowl question writing subcommittee • Market regional and national science competition and develop new website, nobccheSTEMwkd.com 	

Southside Community Coalition (SSCC)

Lansing MI

Executive Board Member

3/07-01/13

- Reviewed and approve organization programs plans and directions
- Worked with the Executive Director to create strategic directions and to set short and long-term goals
- Approved appropriate compensation and benefit policies and practices
- Identified potential funding sources and secure organizational funding
- Annually evaluated the performance of the Executive Director

Carefree Medical Clinic, Grant-Writer

01/07-3/07

LANGUAGES:

Working knowledge in Spanish and French

AWARDS:

NOBCChE Presidential Service Award	04/10
Pfizer Graduate Fellow (MSU Charles Drew Science Enrichment Laboratory)	01/05
University of Michigan College of Engineering Martin Luther King Spirit Award	01/00