

ARTHUR SUTTON, ED. D.

Deputy Director of Diversity and Outreach
Illinois Board of Higher Education

PROFESSIONAL SUMMARY

Over 15 years of state and federal government policy interpretation, analysis and reporting in higher education and criminal justice • Human rights investigative work in areas of children and families, higher education students and personnel, and adult probation • 15 years executive and administrative program management • Created and implemented fiscal strategies that increases department budget by 400K annually • Professional state-wide relations with executive, legislative, administrative, and community leadership • 25+ years proven commitment to education.

EDUCATION

Doctor of Education: Educational Leadership and Administration 2005
DUQUESNE UNIVERSITY
Pittsburgh, PA
Dissertation area: Student Development and Administration

Master of Science: Educational Administration and Foundations 1996
ILLINOIS STATE UNIVERSITY
Normal, IL

Bachelor of Science: Communications 1986
ILLINOIS STATE UNIVERSITY
Normal, IL

LEADERSHIP

(Appointments,
Taskforces,
Committees)

Chair: Military Prior Learning Assessment Task Force –
Springfield, IL 2016-present

Co-Chair: Achievement Gaps Task Force – Springfield, IL

Member: Human Rights Task Force - Chicago, IL 2015-present

Member: Waynesboro Area Business, Education and Community
Foundation - Waynesboro, PA 2015-present

Member: Mayor's Task Force on Community Youth –
Bloomington, IL

Committee Chair: Youth Resolutions Group – Bloomington, IL

PROFESSIONAL EXPERIENCE

ILLINOIS BOARD OF HIGHER EDUCATION
SPRINGFIELD, ILLINOIS

2010 -
PRESENT

Director of Equal Employment Opportunity

The Director of Equal Employment Opportunity reports to and advises the agency executive director and departments on human rights in all employment matters pertaining to state and federal policy. Maintain state records including records from Illinois public universities on matters of, university adjudicated case reporting, title IX coordination, and institutional complaints. Work with the Department of Human Right quarterly and annual reports, Office Attorney General and other state agencies.

- Addressing employee complaints including allegations of discrimination or workplace harassment.
- Developing and submission of the Equal Opportunity Employment Affirmative Action Plan in accordance with state Department of Human Rights requirements.
- Work with universities regarding Title IX, Attorney General Office, and Department of Human Rights on statutory report from institutions on adjudicated discrimination and harassment cases.
- Coordination of office Disability Services.
- Submitting reports to the Department of Human Rights on state requirements.

Deputy Director for Diversity and Outreach

The Deputy Director for Diversity and Outreach is the senior agency administrative leading activity, programs, policy and opportunity for underrepresented study groups in Illinois high education. Annual meetings and reports from the Public and Private Universities identifying effective practice throughout Illinois to address Illinois Public Agenda goals. Administrator for Diversifying Faculty in Illinois Program which included contract development and review, fellowship procedural process, and meeting with program board. Provided reports and information to legislature, governor's office and other state administrators on program activity. Supervised student complaint system which required IBHE staff to communicate with students, parents and institutions related identified complaints.

- Program management of agency division and staff supervision.
- Administration of annual program budget.
- University contracts/fiscal agency agreements working with Presidents and Chief Financial Officer for program activity and services.
- Scheduled activities, meetings and program conferences.
- Reports and information to legislature, governor's office and other state administrators on university and program activity.
- Meetings with institutions and graduate working on agency projects.
- Outreach project development as part of state initiatives.
- Committees, Boards, State Agency, and Community Organization activity coordination to address program requirements.

PROFESSIONAL EXPERIENCE

ILLINOIS BOARD OF HIGHER EDUCATION
SPRINGFIELD, ILLINOIS

2005-2010

Associate Director of Academic Affairs

Supervised department in review of all independent, for-profit and out of state college and university program, curriculum and extension site processes. Worked to address statutorily mandated activity in the review and administration of operating and degree granting authority for institutions in this sector.

- Institutional analysis and recommendations to state board
- Review of university and college operating procedures
- Review and approval of college curriculum
- Developed current on-line system for all academic institutional and programmatic submissions that covers; new institutions orientations, registrations, submission, Institutional program change and modifications, and developed fee system that covers staff salaries and unit operations
- Work with President, Provosts, and Deans on institution program approval
- Responded to public inquiry, student complaints, other governmental requests
- Meetings with College and University Advisory Committee
- National Committee on Independent College Review
- Nursing program review - Illinois Department of Financial and Professional Regulation
- Illinois Articulation Initiative – Communication Panel

HARRISBURG AREA COMMUNITY COLLEGE –
GETTYSBURG CAMPUS
GETTYSBURG, PENNSYLVANIA

2002-2005

Admissions and Student Life Coordinator

- Coordinator of campus recruitment strategy and activity
- Developed and strengthened collaborations within the high school, community, and agency representatives as part of college strategy to improve recruitment.
- Provided training and implemented effective recruitment practice
- Taught student leadership seminars.
- Coordinated and supervised various faculty/student campus events and activities.
- Served as academic and career advisor.

PROFESSIONAL EXPERIENCE

ROLE MODELS COLLEGE PREPATORY ACADEMY 2000-2001
CASCADE, MARYLAND

Director of Career and College Placemen

- Development of all policy and activities related to student college and job placement
- Established contacts with representatives from institutions of higher education, employment offices, agencies, military recruiters, and United States Congressional Offices
- Worked with legislative offices at both federal and state level based grant requirements
- presentations and high schools and community organizations for the purpose of program exposure and recruitment
- Coordination with state offices of employment security as part of career services

HEARTLAND COMMUNITY COLLEGE 1995 - 2000
BLOOMINGTON, ILLINOIS

Coordinator of Special Populations

- Coordination of a college student support program
- managed and developed yearly program budget
- annual report to president's office and the Illinois community college board
- organized and responsible for student orientation for program
- develop program activities and advisement schedule
- program services to displaced workforce
- Academic Advisement

Academic Advisor – Part-time 1995-1998
Student Advisement

- Course Scheduling
- Graduation Review

Adjunct Instructor

Courses taught:

- *College Success Skills*
- *Understanding Criminology*

PROFESSIONAL EXPERIENCE

PROJECT OZ (YOUTH SERVICES)
BLOOMINGTON, ILLINOIS

1992 - 1998

Coordinator of Specialized Community Services

- Supervised youth services outreach programs.
- Coordinated operations of state and community grants.
- Prevention curriculum development.
- Taught parenting skills course.
- Taught social skills curriculum in elementary and middle schools.
- Development and oversight of youth after school program

McLEAN COUNTY COURT SERVICES
BLOOMINGTON, ILLINOIS

1990 - 1992

Probation Officer

Juvenile Detention Officer

- Supervised a federally/county funded alternative detention program.
- Court report writing.
- General youth counseling, behavioral assessments, and aftercare outreach planning.
- Community presentations on new services.
- Mayor's Task Force on Community Youth.
- Chaired -Youth Resolutions Group.
- Acquired and worked with corporate sponsors Country Companies and State Farm Insurance Company to develop a computer literacy and learning project for at-risk high school students.

PUBLICATIONS

LEGISLATIVE

Report to the Governor and General Assembly on Underrepresented Groups in Illinois Higher Education (2010-2015).

Retrieved from: <http://www.ibhe.org/Reports%20&%20Studies/access.htm>

DOCTORAL DISSERTATION

Sutton, A., (2005) *Nurturing as a Means of Helping At-Risk Populations and the Educators who Serve Them*. (Duquesne University, Pittsburgh, PA)

CHAPTER

Sutton, A., (2004) *Practical Aspects of Twenty-first Century Leadership*. "Leadership in Self-Governing Schools." (Oxford, England: Norham Center for Leadership Studies)

CONFERENCES, PRESENTATIONS, and KEYNOTES

Illinois Board of Higher Education – Springfield, IL	2009 - Present
PRESENTER: Numerous state reports and issues	
Illinois TRIO Program State Conference – Springfield, IL	
KEYNOTE SPEAKER	2011
<i>Student Success and Development</i>	
Methodist College of Nursing – Peoria, IL	2010
COMMENCEMENT KEYNOTE ADDRESS	
<i>Nursing that makes a Difference</i>	
International Academy of Design and Technology – Chicago, IL	2007
PRESENTER	
<i>IBHE Program Development for Independent Institutions</i>	
International Mentoring Association Conference – Chicago, IL	2006
PRESENTER	
<i>Mentoring Methodology to Help At-Risk Populations</i>	
Eastern Community College Social Sciences Administration - Loudon, VA	2005
PRESENTER	
<i>A Strategy for Supporting At-Risk Students</i>	
Shippensburg University – Shippensburg, PA	2005
PRESENTER	
<i>Nurturing At-Risk Students and Teacher Development</i>	
St. Peter's College at Oxford University – Oxford, England	2004
PRESENTER	
<i>Critical Elements of 21st-Century Educational Leadership</i>	

