

Education

Doctor of Philosophy, Education, May 2012

Virginia Commonwealth University, Richmond, Virginia

Dissertation: Persistence to Doctoral Completion of African American Men at Predominately White Universities in One Mid-Atlantic State

Master of Education, Adult Education, May 2004

Virginia Commonwealth University, Richmond, Virginia

Bachelor of Arts, Communication, May 1999

George Mason University, Fairfax, Virginia

Professional Experience

Instructor, Virginia Commonwealth University, VCU LEAD, Richmond, Virginia, August 2016 – Present

- Prepare syllabus, course materials and course outcomes for multiple sections of leadership courses (LDRS 200, 201, 202, 301, 302 and UNIV 270) for LEAD, which is a leadership focused living-learning program for undergraduate students from a variety of disciplines.
- Facilitate class instruction in accordance with learning objectives and session plan outlines.
- Create and employed leadership activities for all LEAD program trainings, retreats and orientations for new and current students.
- Developed and implemented LEAD faculty training.

Adjunct Professor, Virginia Commonwealth University, VCU Globe, Richmond, Virginia, January 2015 – May 2016

- Prepare syllabus and course outcomes for course instruction in GLED 101, which is a globally-focused living-learning program for undergraduate domestic and international students from a variety of disciplines.
- Facilitate class instruction in accordance with learning objectives and session plan outlines.
- Maintain records of student attendance, student performance and grade distributions.
- Engage in team teaching and team content development.

Adjunct Professor, J. Sargeant Reynolds Community College, Division of Student Affairs, Richmond, Virginia, August 2013 – May 2016

- Prepare syllabus and course outcomes for course instruction in SDV 100: Student Development for first-term students.
- Develop and incorporate a variety of teaching strategies.
- Advise students with educational, professional, and personal issues.
- Model effective oral and written communication in order to engage students effectively.

First-Year Experience Coordinator, Bryant & Stratton College, Student Services Center, Chesterfield, Virginia, November 2012 – July 2013

- Taught first-year experience courses. Developed class materials to familiarize students with the college and introduction to college life topics, such as: time management and goal setting.
- Facilitated portfolio development day seminar to assist graduating students with portfolio content selection and career development advice.
- Utilized academic advisement theories to ensure student success.
- Supported curricular and co-curricular involvement through referral, participation and advertisement of available opportunities to students.

Graduate Assistant, Virginia Commonwealth University, Residential Life and Housing, Richmond, Virginia, August 2009 – May 2012

- Created, organized, and coordinated the resident assistant winter training schedule.
- Assisted in the recruitment and selection process for resident assistants.
- Supervised and evaluated four programming assistants.
- Created a uniform product checkout system, supply order method, and product inventory system, which made these processes more efficient.

Coordinator of Clinical Placements and Licensure, Virginia Commonwealth University, School of Education, Richmond, Virginia, August 2008 – August 2009

- Secured clinical placements (internships and practicum experiences) for over 150 students per semester.
- Processed licensure applications for program graduates.
- Processed honorarium payments for over 100 supporting teachers per semester.
- Prepared various reports and compiled data in regards to student teacher and practicum placements, licensure totals, and local schools diversity statistics.

Coordinator of Undergraduate Tutoring, Virginia Commonwealth University, University College, Richmond, Virginia, July 2006 – August 2008

- Recruited, trained, supervised, and evaluated 55 tutors within the Campus Learning Center.
- Developed Foreign Language Conversation groups for French and Spanish.
- Represented the Campus Learning Center at open house and summer orientation events.
- Taught UNIV 101: Introduction to the University for first-year students.

Academic Advisor, John Tyler Community College, Student Success Center, Chester, Virginia, July 2004 – June 2006

- Provided academic advising services to students by supplying information about program requirements, course prerequisites and sequences, including graduation and transfer options for full and part-time students.
- Served as the tutor coordinator for the Student Success Center, by recruiting, training and supervising 20 tutors.
- Taught SDV 100: Student Development. Developed class materials, syllabus, and outside activities to familiarize students with the college.
- Coordinated two mentor transfer events where John Tyler Community College alum presented their transfer experience to current students in a panel setting.

Leadership and Awards

The Grace E. Harris Leadership Institute, HIGHER Ground Women's Leadership Development Program, Virginia Commonwealth University, 2014

Book Discussion Leader, 2015

Member, SPBC Toastmasters, January 2011 – Present

- District Logistics Manager, July 2015 – June 2016
- Area 23 Director, July 2014 – June 2015
- President and Chairman of the Board, July 2013 – June 2014
- Assistant Editor, SPBC Newsletter, January 2013 – June 2015
- Logistics Manager, July 2012 – June 2013

Recipient, Southern Association of Colleges and Schools, Commission on Colleges, Travel Grant Award, 2011

Recipient, University Service Award, Virginia Commonwealth University, 2010

Conference Presentations/Public Speaking

Matthews, K. A. "Each One, Teach One: Success Stories of African American Male Doctoral Completers," *Association for the Study of African American Life and History*. Cincinnati, OH, September 2017.

Matthews, K. A. & Hawthorne, K. A. "Virginia's Prison Pipeline Begins in Schools: The Criminalization of Students of Color and Students with Disabilities," *Virginia Educational Research Association*. Charlottesville, VA, September 2017.

Matthews, K. A. "Each One, Teach One: Success Stories of African American Male Doctoral Completers," *Virginia Commonwealth University's 2017 Equality and Inclusion Leadership Symposium*. Richmond, VA, August 2017.

Matthews, K. A. "Food Crisis 101: The Increasing Number of Food Insecure College Students," *Virginia Educational Research Association*. Charlottesville, VA, September 2015.

Matthews, K. A. & Hawthorne, K. A. "Collaborative grading: Analysis of student writing," *Virginia Association of Teachers of English*. Williamsburg, VA, October 2014.

Matthews, K. A. "Each One, Teach One: Success Stories of African American Male Doctoral Completers," *Virginia Educational Research Association*. Charlottesville, VA, September 2014.

Matthews, K. A. "Public Speaking for Teachers", Virginia State University. Petersburg, VA, June 2014.

Matthews, K. A. "Each One, Teach One: Success Stories of African American Male Doctoral Completers," *National Association of African American Studies (NAAAS) National Conference*. Baton Rouge, LA, February 2014.

Matthews, K. A. "Each One, Teach One: Persistence to Doctoral Completion of African American Men," *NASPA Assessment & Persistence Conference*. Denver, CO, June 2013.

Matthews, K. A. "Each One, Teach One: Persistence to Doctoral Completion of African American Men," *NASPA Conference on College Men*. Oxford, OH, May 2013.

Publications

Images of Modern America: The Richmond Crusade for Voters, Charleston, South Carolina: Arcadia Publishing, 2017.

Matthews, K. A. (2014). Each One, Teach One: Success Stories of African American Male Doctoral Completers. [Monograph]. Transformation of the Color Scheme in a Global Society. *National Association of African American Studies*, (22), 720-735.

Professional Affiliations

International Leadership Association, 2017 – Present

Association of Leadership Educators, 2017 – Present

VCU Black Education Association, 2017 – Present

Association for the Study of African American Life and History, 2017 – Present

African American Intellectual History Society, 2017 – Present

James River Writers, June 2015 – Present

Virginia Educational Research Association, 2014 – Present
Publications Committee, 2015 – Present

Student Affairs Administrators in Higher Education (NASPA), 2009 – Present

American College Personnel Association (ACPA), 2005 – Present

International Community Service

Sandhill Community, Belize, July 2017

Developed and implemented a five-day summer camp for local Sandhill community youth and various community service projects during a two-week service trip with VCU LEAD and ASPIRE.

College and University Service

Virginia Commonwealth University, Richmond, Virginia

Division of Student Affairs: VCU RamPantry Committee, September 2016 – August 2017

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Researched and developed a needs assessment and plan for the accessibility and efficiency of the RamPantry to students.

Bryant & Stratton College, Chesterfield, Virginia

First-Year Student Retention Task Force, November 2012 – July 2013

Created and presented strategies to faculty, staff, and administrators that link advising and orientation courses with retention and graduation rates.

Student Success Team, November 2012 – July 2013

Generated strategies for at-risk students who were failing courses and/or not attending class.

Virginia Commonwealth University, Richmond, Virginia

School of Education: Grade Appeal Committee, November 2010

Served as the panel's student representative to determine the validity of a doctoral student's grade appeal.

School of Education: Doctoral Advisory Board, January 2009 – September 2010

Served as the student representative for those admitted into the 48-credit hour doctoral degree program concerning policies and procedures.

School of Education: Student Appeals Committee, January 2009 – September 2010

Served as the student representative for students admitted into the 48-credit hour doctoral degree program concerning student appeals decisions.

School of Education: Search Committee for Coordinator of Doctoral Student Services, September 2009 – January 2010

Reviewed applications, created questions, and served on the interview panel to select a candidate for the Coordinator of Doctoral Student Services position.

John Tyler Community College, Chester, Virginia

Advising and Retention Committee, August 2005 – June 2006

Developed and presented strategies with faculty and staff that link advising and orientation courses with retention and graduation rates.

Assessment Subcommittee: Retention and Graduation, October 2004 – June 2006

Identified valuable internal reporting indicators to assist John Tyler Community College in measuring the challenges of retention at the college.

Community Engagement

Member, Richmond Crusade for Voters, Inc., 2014 – Present

Editor, Newsletter, 2015

Member, Membership Committee, 2015

Chair, Candidates Forum Committee, January 2015

Member, Nominating Committee, 2014
Co-Chair, Candidates Forum Committee, October 2014