
DAN GAKEN

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SUMMARY

Student affairs administrator, author, and leadership trainer with more than 12 years of academic leadership, non-profit management, and experience in leadership development. I actively work to build inclusive environments that enable others to create, thrive, and lead. For the past eight years, I have worked in a senior leadership role directing a comprehensive university department with dual reporting to both the academic and student affairs divisions.

EDUCATION

Central Michigan University

Mount Pleasant, MI

Degree Awarded May 2016

Master of Arts: History

Research focus: the intersections of race, intercollegiate athletics, and institutional identity in higher education

Relevant coursework:

- Administration of Volunteer Programs
- American College Student
- Grant Fund Procurement
- Higher Education Administration
- Higher Education Law
- Methods of Teaching Training and Development
- Research in Educational Administration
- Student Development Theory
- Teaching in Higher Education Settings

Central Michigan University

Mount Pleasant, MI

Degree Awarded August 2004

Bachelor of Science: History

Member University Honors Program

HIGHER EDUCATION EXPERIENCE

Central Michigan University

Mount Pleasant, MI

Director, Leadership Institute

January 2010 – Present

- Provide leadership, direction, and supervision for a comprehensive student affairs staff of 12 professionals, including two associate directors, assistant directors, graduate assistants and 30 student employees
- Supervise the delivery of a comprehensive co-curricular leadership program for more than 5,000 undergraduate students annually
- Lead campus-wide initiatives to collaboratively author leadership learning outcomes and work to align curricular and co-curricular programs
- Provided annual reports on the status of campus leadership initiatives to the Vice Provost of Academic Affairs, Vice President for Enrollment and Student Services, and the Academic Senate
- Managed academic leadership course offerings and faculty assignments collaboratively with department chairs in four distinct academic colleges
- Oversee assessment efforts for student leadership across student affairs units
- Represent the interests of the Leadership Institute to the Academic Senate
- Manage an annual operating budget of \$1.1 Million
- Implemented a dynamic electronic portfolio piece designed to measure curricular goals and enhance student's ability to articulate learning
- Member of the University Crisis Response Team, functioned as on-site contact with first responders

LeaderShape, Inc.

Champaign, IL

Lead Facilitator

January 2011 – Present

- Facilitate campus-based sessions of the LeaderShape Institute
- Manage a six-day leadership curriculum focusing on teaching students to lead with integrity
- Provide comprehensive facilitator training to a six-person faculty team
- Participation in annual professional development in social justice, effective facilitation, and student leadership development

Mount Pleasant Area Chamber of Commerce

Rollie Denison Leadership Institute Facilitator

- Developed a six-month leadership curriculum for elected officials, business leaders, and non-profit executives
- Design and deliver day-long workshops on a variety of leadership and management topics to participants enrolled in the Chamber's leadership programs

Mount Pleasant, MI

January 2011 – Present

Michigan Association of Secondary School Principals

Curriculum Director

- Developed a six-day curriculum for senior level high school student leaders
- Provide facilitator training to high school educators and administrators
- Conduct an intense six-day leadership program based on the Kouzes and Posner text *The Leadership Challenge*

Lansing, MI

June 2011 – Present

Central Michigan University

Adjunct Faculty

- Dynamic faculty member with exceptional scores on university teaching evaluations
- Successful incorporation of service learning projects
- Demonstrated effective use of multi-media teaching tools
- Instructor of record for FYE 101: First Year Experience, a one-credit student success course
- Curriculum author, and instructor of record for LDR 100: Introduction to Leadership Education, a one-credit course introducing the university leadership learning outcomes
- Assisted with the curriculum development and instructor of record for LDR 200: Introduction to leaders, a three-credit course in leadership theory

Mount Pleasant, MI

August 2006—Present

Central Michigan University

Coordinator, Leadership Institute

- Coordinate student leadership-development opportunities on the CMU campus, including the Alpha Leadership Experience, Leadership Luncheon Series, Connections Leadership Conference, the LeaderShape Institute, Leadership Mentoring Experience, and a variety of other programs.
- Creation of promotional materials for the department programs for both internal and external audiences
- Create and deliver customized leadership experiences, trainings and workshops for campus organizations, departments, government agencies, and educational institutions
- Selection and supervision of a staff of 25 student employees
- Designed and implemented an online selection process for the Leader Advancement Scholarship

Mount Pleasant, MI

August 2004 – January 2010

Central Michigan University

Recruitment Coordinator, Office of Undergraduate Admissions

- Coordinated and conducted campus tours for visitors; discussed college options with prospective students and families
- Assisted in the production of promotional print, video, and online materials
- Reviewed applications for admission, made admission decisions
- Presentations at schools and recruiting fairs marketing the university to prospective students
- Assisted with enrollment briefings to the Board of Trustees

Mount Pleasant, MI

May 2004 – August 2004

VOLUNTEER SERVICE

American College Personnel Association (ACPA)

Convention Strategic Marketing Co-Chair

- Managed a team of twelve volunteers to create and maintain the convention blog, mail campaigns promotional and advertising materials,
- Oversaw social media interaction onsite at the convention across several platforms
- Authored a social media usage guide for convention volunteers
- Coordinated the creation of the convention program book and associated tablet and smart phone applications

Washington, DC

March 2016 – March 2017

Convention Social Media Command Center Volunteer Staff

March 2016

Special Olympics Michigan

State Winter Games Committee Member

Summer Winter Games Committee Member

Mount Pleasant, MI

February 2012 – Present

July 2012 – Present

Central Michigan University Alumni Association
Mount Pleasant, MI Chapter President
Leader Advancement Scholar Chapter Founder and President

Mount Pleasant, MI
August 2008 – Present
August 2006 – Present

United Way of Gratiot and Isabella Counties
Board of Trustees Member
Board of Trustees Governance Chair

Mount Pleasant, MI
March 2012 – March 2018
July 2014 – March 2018

- Developed governing documents during the merger of two county United Way organizations
- As member of the executive team, oversaw personnel review and compensation

Central Michigan University United Way Campaign Kick Off Chair

June 2007 – August 2007

SELECT PRESENTATIONS

- *Developing a Campus-Wide Model for Leadership Education with an External Consultant*, Featured Program ACPA Annual Convention, Columbus, OH March 2017
- *Lead facilitator*, City of Mount Pleasant, MI Strategic Planning Retreat, Mount Pleasant, MI, January 2017
- *Leading in the Workplace: An Emotional Intelligence Toolkit*, Keynote Address, Quicken Loans Collegiate Internship Training Week, Detroit, MI December 2016
- *The Essence of Leading: Emotional Intelligence*, Keynote Address, Michigan State University Extension Health and Nutrition Institute, Bellaire, MI August 2016
- *Access Through Inclusion*, Keynote Address, Michigan College Access Network, East Lansing, MI July 2016
- *Building a Dynamic Team*, Keynote Address, Oakland University Professional Advising Staff In-service, Rochester, MI June 2016
- *Leadership and Social Justice: Indispensable Partners*, ACPA-Michigan Equity and Inclusion Summit, Adrian, MI May 2016
- *Bring Your Best: Building Inclusive Communities*, Keynote Address, Inaugural Central Michigan University Symposium on Inclusion and Diversity, Mt. Pleasant, MI March 2016.
- *Incorporating the LeaderShape Institute into a Comprehensive Leadership Programming Sequence*, American College Personnel Association (ACPA) Annual Convention, Tampa, FL, March 2015.
- *Employing the NASPA & ACPA Professional Competencies for Student Leadership Programs*, Michigan College Personnel Association (MCPA) Professional Development Institute, Mt. Pleasant, MI February 2015.
- *Inspiring Leadership: Improving the Art of Conversation*, Michigan Chamber of Commerce Statewide Young Professionals Conference, Mt. Pleasant, MI June 2014.
- *Electronic Portfolios: Maximizing Technology, Archiving Student Achievement*, American College Personnel Association (ACPA) National Convention, Las Vegas, NV, March 2013
- *Following the Dream*, DREAM Conference Keynote, Michigan Association of College and University Residence Halls (MACURH), Mt. Pleasant, MI, February, 2011
- *Leadership and Ethics: Your Responsibility*, Grand Valley State University Leadership Summit, Allendale, MI, February 2011.
- *The Truth About Leadership*, Western Carolina University, Cullowhee, NC, April 2010
- *Building and Assessing Curricular Leadership Programs*, NASPA Leadership Educators Institute, Tampa, FL, December 2010.
- *Addressing the Needs of the Greek Community*, Midwest Greek Council Association Annual Conference, Saint Louis, MO, February 2009.
- *Leadership and Character*, Greek 101, Mount Pleasant, MI, February 2009.
- *The Leadership Challenge*, Michigan Association of College Registrars and Admissions Officers Committee Chair Retreat, East Lansing, MI, January 2009.
- *A Partnership for Leadership Development: Universities and Indigenous Tribes Collaboratively Offering Leadership Education*, International Leadership Association Annual Meeting in Los Angeles, CA, October 2008.
- *History of a Discipline: Leadership Theory and Practice*, International Leadership Association Annual Meeting in Los Angeles, CA, October 2008.
- *The Leadership Challenge*, Bay Area Target Stores, Mount Pleasant, MI, October 2008.
- *Your Next Challenge*, Northwood University New Student Orientation, Mount Pleasant, MI, August 2008.
- *Providing Leadership Development to Student Organizations: Using Peer Facilitators as Training Consultants*, International Leadership Association Annual Meeting in Vancouver, BC, October 2007.
- *Designing and Teaching a Leadership Course: A Collaborative Approach*, International Leadership Association Annual Meeting in Vancouver, BC, October 2007.
- *Crafting and Sharing Your Vision*, Central Michigan University Network for Women, Mount Pleasant, MI, October 2007.
- *Bringing Customer Service to Campus: The Fish! Philosophy*, Michigan Association of College Registrars and Admissions Officers Training, Mount Pleasant, MI, August 2007

AWARDS AND HONORS

- 2014 Central Michigan University Inaugural Ten for Ten: [10 Inspirational Alumni from the Past Ten Years](#)
- 2014 Central Michigan University Ten Year Service Award
- 2011 Central Michigan University First Year Advocate Nominee
- 2007 Promising Practices in Student Leadership Development, awarded by the National Association of Student Personnel Administrators Leadership Knowledge Community (Authored Award Package, Accepted on behalf of Central Michigan University at the 2007 NASPA Convention in Washington, DC)
- 2003 Central Michigan University Homecoming Gold Ambassador
- 1999 Central Michigan University Leader Advancement Scholar

UNIVERSITY AND COMMITTEE SERVICE

- Academic Senate Leadership Council, 2008—Present
- Central Michigan University Dance United Event Steering Committee, 2013 – 2015
- Central Michigan University Crisis Response Team, 2008—2012
- Senior Officer Search Committee Member for Associate Vice President for Institutional Diversity, 2014
- Dean of Students Advisory Council, 2008—2010
- Central Michigan University President’s Commission on Energy, 2000—2002
- Academic Senate Degrees, Admissions, Standards, and Honors Committee, 2002 – 2004
- Senior Officer Search Committee Member for Vice President of Finance and Administrative Service, 2002

PUBLICATIONS

- *Leadership & Service: An Introduction*, George McGovern, Don Simmons, & Dan Gaken Kendall/Hunt, Dubuque, IA, 2008.
- “The Greater Good: Ethics and Leadership,” in *Reflections on Civic Engagement*, by Claudette McFadden and Hiram C. Powell, Kendall/Hunt, Dubuque, IA, 2009.
- *Residence Hall Council Manual*, Central Michigan University Office of Residence Life, 2001.

GRANTS AND FUNDRAISING EXPERIENCE

- Served as the chair for the 2016 Central Michigan University Annual University Campaign, the campaign surpassed the stated goal of \$1.1 Million by more than \$300,000. A record \$1.4 Million was raised.
- \$ 5,000 Target Community Relations Grant to support the 2010 Connections Leadership Conference
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- \$ 2,500 Target Community Relations Grant to support the 2008 Leadership Recognition Dinner
- \$10,000 C. Charles Jackson Foundation Grant to support K-12 leadership programming at Central Michigan University 2007—2009

OTHER

- Semi-professional photographer with images appearing in the *Chicago Sun Times*, *Trains Magazine*, and Sony Pictures / NBC Production *Battle Creek*

PROFESSIONAL REFERENCES

Furnished upon request

PERSONAL BLOG: www.dangaken.com

