

RITA IRENE PEARSON

Professional Profile

- Accomplished career demonstrating consistent success as a Senior Assistant Director of Admissions/Transfer Coordinator at the higher education level
Outstanding track record in assuring student success
- Seasoned in conceiving and building programs from the ground up through proven project and program management, staff development and empowerment
- Extensive background of developing and implementing program articulation agreements
- Effective communicator with excellent planning, organizational, and negotiation strengths as well as the ability to lead, reach consensus, establish goals, and attain results
- Exhibit world-class attitude and outstanding service at all times: with colleagues, administrators, faculty and particularly when addressing the needs of prospective students

Education

- **Masters in Speech Communication**, Concentration in interpersonal, organizational, and public relations, Eastern Illinois University, Charleston, IL, May 1993
- **B.A. in Speech Communication**, Minor in Psychology, Eastern Illinois University, Charleston, IL, May 1989, Magna Cum Laude Graduate

Highlights of Professional Experience

- **Senior Assistant Director of Admissions/Transfer Coordinator;**
Eastern Illinois University 1992 - Present
Responsibilities: Main liaison between all the Illinois community colleges and Eastern Illinois University; Counsel and assist transfer students and their families to facilitate a seamless transition into the University; Assist in the development and preparation of publications and materials designed to recruit, enroll and retain transfer students; Coordinate visits to community colleges for recruitment of transfer students and for informational meetings with community college personnel; Conduct meetings with community college personnel to provide workshops, relay key marketing messages and exchange information relevant to the transfer population; Assist the Records Office with the evaluation of transfer credit and articulation for incoming students; Deliver advisor workshops at the

community colleges for their counselors to learn how to better serve students planning to transfer; Facilitate program articulation agreements; Maintain transfer advisement guides; Coordinate with Registration and Orientation offices to organize Transfer Advisement Days; Give formal presentations for campus, public, and conferences; Provide leadership in the development of policies and procedures related to transfer students including recruitment, advisement, articulation, and retention; Assist EIU faculty and administrators to facilitate the development of over 200 agreements with transfer institutions; Work directly with community college departments to identify what agreements would be most useful for their students; Coordinate and implement conferences and events on campus for transfer students, community college administrators and counselors; Conduct research studies related to transfer students; Manage the daily functions of Transfer Relations Office; Serve as coordinator for the transfer counselors in procedures and operations; Provide direction and advisement of transfer issues to staff; Train admission staff to effectively counsel transfer students and to interpret their transcripts; Coordinate the State University Transfer Days (SUTD) for the State of Illinois; Develop a scheduling form and system and timeline for scheduling the SUTDs; Develop an attendance and assessment process for the SUTDs; Assist the SUTD review for the State of Illinois;

- **Admissions Counselor;** Eastern Illinois University, 1990-1992
Responsibilities: Recruiting new freshman and transfer students; Advising high school guidance counselors; Creating recruitment brochures; Presenting information for groups of students, parents and counselors; Follow up and tracking of prospective students; Participate in Open House Programs for prospective students; Develop new strategies to reach prospective students.
- **College Instructor;** Eastern Illinois University, 1991-1993
Responsibilities: Teaching college level Introductory Speech Course; Lesson planning of curriculum; Student assessment and evaluation; Research new ways to present material
- **Seminar Instructor;** Eastern Illinois University/IL Municipal Treasurers, 1997-2010
Responsibilities: Teaching Communication Skills Course for Professionals
- **Speech Camp Director/Instructor;** Eastern Illinois University, 1991-1997
Responsibilities: Develop, organize and supervise functions of high school Speech Camp; Teach Public Speaking class to prepare students for competition and/or future public speaking

Professional Affiliations

- **Program Coordinator of State University Transfer Days, 2014 - Present**
- State of Illinois Universities
- Work with community colleges and state universities to schedule the articulation meetings and college fairs hosted at the community colleges throughout the state

- **IAI Implementation Advisory Committee, 1998- Present**
- Advise the State education agencies and iTransfer.org on issues related to the implementation of IAI policies;
- Conduct, upon the request of the Steering Panel or the coordinating boards, study relevant to the implementation and effectiveness of IAI policies and report the findings to the Steering Panel and the coordinating boards;
- Consult the literature to bring relevant findings from empirical research to the attention of the coordinating boards and other interested parties.

- **Transfer Coordinator Co-Chair, Transfer Coordinators of Illinois, 1995-2005**
- Schedule, plan and direct the state-wide meetings for the Transfer Coordinators.
- Collaborate with representatives from IBHE and ICCB to prepare agenda and discussion topics concerning transfer issues in Illinois
- Illinois Association of Collegiate Admission Counselors
- Illinois Association of College Records and Admissions Officers
- Illinois Articulation Initiative Implementation Committee

Community Service

- Alcohol Edu Review Committee
- Literacy in Financial Education Center Committee
- Eastern Illinois University Orientation Committee
- Delta Psi Chapter of Alpha Phi Omega
- Mortarboard Honor Society
- Youth mentor and assistance of children ministries at Wesley United Methodist Church