

Tycie Nakia Coppett, Ph.D.
505 College Street • New Haven, CT 06511
tycie.coppett@yale.edu • 770.845.2580

RELEVANT EXPERIENCE

Results driven, dedicated, and enthusiastic student-centered professional with extensive education experience ranging from faculty to campus management. Superior interpersonal and communication skills; comfort navigating and leading through change and negotiating across diverse audiences. Energetic, detailed oriented and highly valued for the ability to develop and nurture strong professional and student partnerships. Demonstrates adaptability and poise in a changing environment while simultaneously leading strategic initiatives and fostering team synergy in a collaborative ecosystem.

EDUCATION

▪ Crisis in Higher Education Leadership , <i>Harvard Kennedy School</i>	March 2022
▪ Doctor of Philosophy in <i>Workforce Education</i> , University of Georgia Dissertation topic: <i>An Examination of the Relationship Between Students' Motivation Type and Achievement in Online Credit Recovery Programs</i>	August 2020
▪ Master of Education in <i>Curriculum and Instruction</i> , University of Phoenix	June 2004
▪ Bachelor of Arts in <i>Speech Communications</i> , University of Georgia	June 1997

MOST RECENT PROFESSIONAL ACCOMPLISHMENTS

- 2021 Harvard Hero
- 2020 Harvard University Administrative Talent Development Program Fellow
- 2019 John Marquand Excellence in Advising Recipient – Harvard College
- 2019 Star Family Prize Excellence in Advising Recipient – Harvard College
- 2018 Alumni Color of Conference Humans of Harvard Nominee

WORK HISTORY

Dean of Silliman College, Yale University July 2023 – present

- Oversee the residential, academic, and social life of over 500 undergraduate students, fostering a sense of community, belonging, and intellectual curiosity. As the Chief Academic Officer, I collaborate with university administrators to support the quality and diversity of Yale's educational programs and resources.
- Play a critical role in student crisis management

Director for Master's Studies, Harvard Graduate Schools of Education April 2021-June 2023

- Served as the administrative leader of HGSE's redesigned master's programs supporting the academic, personal, and professional success of all HGSE's master's students.
- Administrative oversight included HGSE's master's advising model, the launch of five new programs and concentrations, Ed Secondary and the Online Master's in Education Leadership program, sunsetting HGSE's thirteen legacy programs, concentrations, and Ed Secondary.

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- Collaborated across administrative offices to develop strategic priorities, create new policies and procedures, streamline current processes and policies, and ensure academic matters are carried out with the highest level of fidelity.
- Served as an administrative lead on matters related to master's student academic integrity cases, academic progress, petitions, leave of absences, and other enrollment requests
- Managed the Ed.M. Advising process, including updating, management, and dissemination of all advising resources as well as HGSE Advisor recruitment, hiring, compensation, communication, and training
- Served as a primary resource to fourteen direct reports, stepping in as needed to provide additional support and/or coverage
- Managed Ed.M. program budgets of \$2 million, working across programs to ensure expenses and projections are accurate and within financial allocations

Assistant Director, Doctor of Education Leadership Program, Harvard Graduate School of Education
Oct 2017- April 2021

- Responsible for all administrative duties of the Doctor of Education Leadership program to include course sequencing and scheduling, academic advising and student progress, fellowship selection and awards, program and curriculum management and review, managing program budget, new student orientation, admissions, alumni Convening and other programmatic events
- Partnered with Director and the Associate Dean of Degree Programs to execute the strategic plan and advance the program's mission and goals by promoting a culture fostering cooperation and teamwork and creating a positive work environment
- Served as the only non-faculty voting member on the EdLD Steering Committee and EdLD Admissions Committee

Senior First-Year Proctor, Harvard College

July 2018 – July 2023

- Served as a residential Officer of the College and provides academic, social, and personal counsel to First-Year students in all aspects of their transition to and exploration of Harvard
- Managed thirty-four first-year students and four Peer Advising Fellows and responsible for creating a strong residential community that fosters an inclusive and diverse environment and supporting cultural and social differences
- Worked closely with key university stakeholders such as Resident Deans, the Academic Resource Center, Advising Programs Office, Counseling and Mental Health Services, University Health Services and the Dean of Students to foster the academic and personal welfare of First-Year students
- Played a critical role in both individual and community crisis management, designated mentor proctor for new proctors
- Appointed as the First-Generation Low Income Student Advocate for one year

Adjunct Professor, American InterContinental University

June 2010 – March 2020

- Provided and sustained an engaging online learning environment for students through well-facilitated classes, providing fair and holistic assessments of learning, clear documentation of student progress and support of academic success for at-risk students

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- Taught multiple course topics in the business school ranging from business presentations to the capstone course
- Exceeded faculty benchmarks for student satisfaction

Teaching Fellow, Harvard Graduate School of Education Aug 2019 – Dec 2019

- Co-taught the first-year doctoral course, *Leaders of Learning*, in collaboration with the Faculty Director
- Collaborated with Faculty Director to create curriculum, grade student work and provide student feedback

Senior Project Manager, HarvardX, Harvard University Jan 2016- Oct 2017

- Responsible for project planning from conception to delivery of HarvardXPlus, a massive online open programmatic initiative designed to generate revenue, within six months of hire
- Developed and managed multiple additional special projects for the organization which included evaluating and streamlining current processes, creating new processes to enhance archiving efficiency and identifying work capacity
- Analyzed data to identify industry trends and program evaluation

Student Accounts Manager, MedTech College Apr 2014 – Apr 2015

- Monitored the integrity and accuracy of debt collection which includes verification and reconciliation of student accounts, billing, and financial obligations for the institution
- Responsible for planning, organizing, directing, and the reconciliation of all aspects of student billing for the college
- Provided financial counseling for parents and students regarding payment options and payment plans with authority to negotiate special arrangements

Director of Campus Compliance, Javelin Technical Training Center Feb 2010 – Apr 2011

- Evaluated operational compliance related to licensing, accreditation, and financial aid matters for multiple campuses
- Created training documents and mentored 100+ staff members during accreditation site visits
- Provided training on regulatory issues to school and central staff personnel

Campus Executive Director, Javelin Technical Training Center Aug 2009 – Feb 2010

- Managed all operational outcomes such as increasing new starts, enrollments, student completion rate, student satisfaction and graduate placement rates [SEP]
- Recruited and retained a high-performing team of highly talented leaders [SEP]
- Ensured full compliance with all state, regional and national accreditation standards as well as all other regulatory requirements [SEP]

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Consultant, Vista College

Aug 2008 – July 2009

- Responsible for the startup, development, and expansion of online courses for Education Futures Group, LLC [SEP]
- Conferred with federal, state, and local school officials to develop curricula, establish guidelines for [SEP] educational programs, and add online programs to curriculum [SEP]
- Created and implemented online academic policies and procedures that met the regulations and provisions of the Accrediting Commission of Career Schools and Colleges (ACCSC) and Council on Occupational Education (COE) [SEP]

Atlanta Director, American InterContinental University

May 2007 – June 2009

- Streamlined and implemented online policies, student orientation and workflow process for two ground campuses [SEP]
- Created student learning materials and provided administrative support to various departments
- Supervised quarterly online class scheduling; analyzed retention trends and student success outcomes

ADDITIONAL EXPERIENCES

Director of Online Programs, American InterContinental University *Oct 2005 – May 2007*

- Provided overall supervision to the online department to include qualifying potential students, advising and scheduling online classes, and creating and facilitating ground orientations and training for new students [SEP]
- Facilitated onsite tutoring and created faculty mentoring program for online students
- Collaborated with various university services to streamline support for online faculty and students

Admissions Counselor, American InterContinental University *June 2004 – Oct 2005*

- Represented the university at recruiting events, including developing and facilitating presentations
- Developed partnerships with schools, media, and alumni to increase enrollment [SEP]
- Conducted interviews and evaluated prospective students for admissions
- Guided students through admissions process to include the selection of programs, tuition fees, and schedules

Middle Grades and High School Math Teacher, Clayton County Public School System *Aug 1999 – June 2004*

- Employed a variety of classroom pedagogical and technological strategies techniques to determine student's instructional needs [SEP]
- Administered group standardized tests and proficiency tests to students in accordance with district testing programs [SEP]
- Guided the academic learning process towards the goal of achieving established district curriculum goals [SEP]

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ADDITIONAL EXPERIENCE AND AFFILIATIONS

▪ Board Member, Fusion Ed	2022 – 2023
▪ Harvard University Freshman Board of Advisors	2017- 2023
▪ Executive Committee, Committee on Concerns for Women at Harvard	2020 - 2022
▪ University of Pennsylvania, Reimagine Education Awards Judging Panel	2019
▪ Harvard University Presidential Inauguration, Volunteer	2018
▪ P4H Global, LLC, Education Training Volunteer	2017-2018
▪ International Association of Student Affairs and Services	2009 - 2014
▪ Kappa Delta Pi: International Honor Society in Education	Inducted 2012
▪ NAFSA: Association of International Educators	2008-2012