

## PROFESSIONAL PROFILE

Licensed Professional Counselor Supervisor (LPC-Supervisor #7173) in Oklahoma, current PhD Candidate, & an experienced higher education instructor of psychology with a strong background in student affairs, administration, & counseling. Possessing over 10 years of expertise in guiding students from high school to graduate level, providing comprehensive advising, teaching psychology, sociology, and college success courses, crisis intervention, Title IX compliance, event planning, career counseling, & clinical therapy, both inpatient and outpatient. Currently, I am dedicated to shaping the next generation of counselors as a higher education instructor of psychology in the graduate and undergraduate psychology programs at Northwestern Oklahoma State University, where I utilize my extensive knowledge, skills, & real-world experience to foster a supportive & engaging learning environment. Future accomplishments include completing my dissertation by 2025.

## SKILLS & ABILITIES

- Confident verbal & written communication skills
- Effective communication with diverse groups of individuals
- Ability to assess the impact of strategies after implementation
- Follow through with commitments in a reliable & efficient manner
- Quick learner
- Event Planning
- D2L
- Colleague/Self-Service
- POISE
- Exceptional organizational skills
- Proficient in Microsoft Office
- Counseling
- Educational leadership
- Relationship building
- Confidential
- TF-CBT (Trauma Focused-Cognitive Behavioral Therapy)
- ASI (Addiction Severity Index)
- Teamwork
- Blackboard
- Canvas

## CONTACT

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# BAILEY TRAMMELL

## Instructor/Coordinator/Director

## WORK EXPERIENCE

### Instructor of Psychology

Northwestern Oklahoma State University | Alva, OK | 2023 - Present

- Conduct engaging lectures for undergraduate & graduate-level courses within the psychology department.
  - Courses include:
    - Motivation and Emotion, Performance/Sports Psychology, Personality, Human Life Span/Growth and Development, Clinical Counseling Courses, Research, and more.
- Choose textbooks for all classes personally instructed each semester.
- Develop & implement course curriculum, syllabi, supplemental curriculum & assessments.
- Advise & mentor undergraduate & graduate psychology majors.
- Serve as a committee and/or chair member for graduate students' committees in the Master of Counseling Psychology, Master of General Psychology, & Master of Education School Counseling programs.
- Serve on committees for the university, as needed.
- Provide guidance & support to students through regular office hours & email communication.

### Coordinator of Title IX & Strategic Partnerships

Redlands Community College | El Reno, OK | 2023 - 2023

- Served as liaison between student services & academics regarding strategic partnerships.
- Oversaw career tech partnerships & expansions (includes recruitment with area career tech centers such as open houses, college & career fairs at tech centers, etc.).
- Established & maintained a partner institution advisory committee that meets annually to review & make recommendations concerning cooperative programming with career tech centers.
- Oversaw external cooperative programs & created new ones.
- Oversaw continuing education programs & created new ones.
- Served as point of contact for concurrent enrollment.
- Visited area high school administration to bring on new partners & maintain current partners.
- Oversaw & coordinated micro-credentialing & digital badging initiatives for campus.
- Coordinated & developed economic development strategies for campus.
- Coordinatde various events both on campus & off campus to expand relationships with new & existing partners.
- Served on the Strategic Planning Committee.
- Prepared & disseminated educational materials, including brochures, posters, & web-based materials that inform members of the campus community of Title IX rights & responsibilities, to the campus community.
- Coordinated training for students about their rights under Title IX & grievance procedures; coordinated in-service training to all employees concerning Title IX policy.
- Processed, promptly, inquiries from students, faculty, staff, & administrators regarding rights & responsibilities concerning harassing behavior or other discriminatory behavior in violation of Title IX.

## WORK EXPERIENCE, CONTINUED

### Adjunct College Professor (2 & 4 Year Experience)

- Northwestern Oklahoma State University | Alva, OK | 2015 - 2018
- Redlands Community College | El Reno, OK | 2020 - Present
- East Central University | Ada, OK | 2022 - Present
- Western Oklahoma State College | Altus, OK | 2023 - Present
- Mid-America Christian University | OKC, OK | 2023 - Present
- First Year Experience courses (RCC & NWOSU)
- Academic Enhancement courses (NWOSU)
- General Psychology courses (RCC, WOSC, MACU, & NWOSU)
- Child & Adolescent Psychology courses (MACU)
- General Sociology courses (RCC)
- Exercise & Sports Psychology courses (NWOSU)
- Human Services Counseling courses (ECU)
- Graduate Level Counseling Psychology courses (NWOSU)

### Coordinator of Title IX, High School & Community Relations

Redlands Community College | El Reno, OK | 2020 - 2023

- Coordinated all concurrent enrollment functions for incoming students.
- Increased concurrent enrollment from 500+ (2020) to 1000+ (2023) with effective customer service & relationship building.
- Advised 1000+ high school concurrently enrolled students.
- Assisted with course schedule building.
- Responsible for training & supervision of 3 staff members & 12 student employees.
- Organized & oversaw the ambassador & campus tour program.
- Coordinated all on/off-campus student recruitment events.
- Developed & implemented effective communication/marketing strategies to keep students retained/engaged.
- Attended college fairs, promotional events, job fairs, & other events.
- Assisted with advisement & enrollment of current college freshmen, sophomores, transfers, & non-degree-seeking students.
- Successfully implemented compliant Title IX procedures & policy that had been outdated.
- Prepared & disseminated educational/training materials about Title IX & VAWA, including brochures, posters, & web-based materials to train/inform all members of the campus community.
- Processed inquiries from the campus community regarding rights & responsibilities concerning behavior in violation of Title IX.
- Coordinated all on-campus events for current students & employees, including freshman/transfer orientation.
- Work closely with the Executive Director of Student Services to manage the department budget.

### Lead Trauma Group Therapist

Northwest Treatment Center | Waynoka, OK | 2019 - 2020

- Managed a caseload of 12-15 patients including personal histories, biopsychosocial & aftercare/discharge plans.
- Plan & facilitate psychoeducational groups with addiction/mental health information & strategies for recovery, process groups & addiction/recovery seminars along with basic life skills information & practices
- Communicate with patient's family members, probation officers & case managers as appropriate.
- Maintain documentation per regulation daily.
- Conduct therapeutic individual & family therapy sessions.
- Develop & implement treatment plans & update/modify them when needed.
- Provide comprehensive case management services, including connecting clients & families to appropriate resources (i.e. housing, employment, legal, etc.).

### Licensed Mental Health Therapist

Private Practice | Enid, OK | 2018 - 2019

- Maintain a current caseload of approximately 30-35 weekly clients comprised of referrals from child welfare agencies & walk-ins & provide individual, group, & family counseling services.
- Assign current diagnoses using DSM V criteria, identify & assess client & family needs, & ensure that necessary services are provided.
- Develop & maintain clinical records such as clinical assessments, treatment plans, progress notes, & discharge summaries according to HIPPA standards.
- Conduct mental health assessments & substance use assessments to ensure compliance with the treatment plan.
- Coordinate & facilitated psychoeducational classes such as parenting (non-offending parenting group), sex offender group, & substance abuse.
- Collaborate & consult with child welfare agencies & treatment team regarding mental health needs for high-risk cases.

## WORK EXPERIENCE, CONTINUED

### Director of Student Success & Counseling

Northwestern Oklahoma State University | Alva, OK | 2016 - 2018

- Responsible for retention & counseling services for 2200 students across 4 campuses.
- Provided psychological services & academic advising services.
- Developed marketing strategies to increase student awareness for enrollment.
- Responsible for training & supervision of eight staff members & two student employees.
- Oversaw Freshman/Transfer Orientation event.
- Initiated & implemented a compliant counseling center to maintain accurate & confidential records.
- Implemented & promoted mental health awareness events.
- Collaborated with the Chief of Police to ensure employee & student safety.
- Ensured Title IX policies were up to date & provided Title IX training to employees & students.
- Utilized the SOS system to contact all students with unsatisfactory academic performance.
- Provided crisis intervention to on-campus students.
- Assisted in developing the University's Strategic Plan.
- Developed a comprehensive retention strategy.
- Facilitated peer mentor program.

### Title III Academic Advisor

Northwestern Oklahoma State University | Alva, OK | 2015 - 2016

- Advised 250 underprepared & low-income, at-risk freshmen.
- Implemented & coordinated activities following all Title III regulations.
- Monitored & evaluated quality of academics & satisfaction with advising.
- Assisted students with success in college through personal interaction, workshops & other forms of assistance.
- Worked closely with Title III Grant Director to develop upcoming budget of \$1.5m decisions for incoming freshmen & retention efforts.
- Implemented an outreach program to follow-up with students who had unsatisfactory academic performance.
- Worked closely & effectively with student tutors & mentors (peer leaders).
- Assisted in the preparation & presentation of skill workshops for students.
- Participated in training activities appropriate to the grant.
- Implemented all required elements in the Northwestern Title III grant application.
- Assisted the Director of Recruitment with enrollment events.

### PROFESSIONAL AFFILIATIONS

- Oklahoma Counseling Association - OCA (2015 - Present)
- American Counseling Association - ACA (2015 - Present)
- Association for Counselor Education & Supervision - ACES (2023 - Present)
- International Association for Resilience & Trauma Counseling - IARTC (2023 - Present)
- EMDR International Association - EMDR (2018 - Present)
- Military & Government Counseling Association - MGCA (2023 - Present)
- Oklahoma School Counselor Association - OSCA (2015 - Present)
- Association of American Colleges & Universities - AACU (2017 - Present)

### HONORS & AWARDS

- NextGen Under 30 Recipient (2022)
  - NextGen Under 30 Foundation
- OACC Outstanding Professional Staff Recipient (2021)
  - Oklahoma Association of Community Colleges
- John Barton Distinguished Teaching & Service Award Nominee (2017 & 2023)
  - Northwestern Oklahoma State University
- Campus Kudos Award Nominee (2017)
  - Northwestern Oklahoma State University

## LICENSURE & CERTIFICATIONS

- Oklahoma School Certificate (#453227) (2022 - Present)
  - School Counselor (Pre-K - 12)
  - Physical Education (Pre- K - 12)
  - Psychology/Sociology (5 - 12)
- Licensed Professional Counselor Supervisor (LPC-S - #7173) (2019 - Present)
- Addiction Severity Index (ASI) (2019 - Present)
- Trauma Focused Cognitive Behavioral Therapy (TF-CBT) (2019 - Present)
- Quality Matters - Improving Your Online Course (2021 - Present)
- Title IX
  - Coordinator Level One (2020 - 2026)
  - Coordinator Two (2021 - 2026)
  - Regulations Implementation (2020 - 2026)
  - Hearing Officer & Decision Maker (2020 - 2026)
  - Informal Resolution Level One (2022 - 2026)

## REFERENCES

### Dr. Taylor Randolph

Chair, Psychology Department  
Assistant Professor of Psychology  
Northwestern Oklahoma State University  
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### Tricia Hobson

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### Dr. Kimberly Thomas

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## EDUCATION

### Doctor of Philosophy (General Psychology)

Northcentral University | San Diego, CA | Anticipated Completion 2026

- Emphasis in General Psychology
- High academic standing with 3.45 GPA

### Master of Counseling Psychology

Northwestern Oklahoma State University | Alva, OK | 2015 - 2017

- High academic standing with 3.9 GPA
- Succeeded as a student by being named to President or Vice President Honor Roll each semester in attendance
- A member of the Psi Chi Honor Society

### Bachelor of Science (Health & Sports Science)

Northwestern Oklahoma State University | Alva, OK | 2012 - 2015

- High academic standing with 3.7 GPA
- Studied Health & Sports Science with a minor in Fitness Management
- Succeeded as a student by being named to President or Vice President Honor Roll each semester in attendance

## COMMITTEE/UNIVERSITY AFFILIATIONS

### Northwestern Oklahoma State University

- Graduate Committees - MCP, MGP & MEd-School Counseling (2023 - Present)
- Psychology Club Sponsor - Alva Campus (2023 - Present)
- Hiring Committees (2023- Present)
- Academic Affairs Committee (2024 - Present)
- Chair, Retention Task Force (2016 - 2018)
- Chair, Financial Aid Appeals (2016 - 2018)
- Chair, Behavioral Intervention Team (2016 - 2018)
- Threat Assessment Team (2016 - 2018)
- Suspension Appeal (2016 - 2018)
- Persistence & Completion Academy (2016 - 2018)
- Student Services Leadership (2015 - 2018)
- Enrollment Management (2015 - 2018)
- Commencement (2015 - 2018)

### Oklahoma State Regents for Higher Education

- Economic Workforce Development Council (2023)
- Oklahoma Concurrent Enrollment Access Working Group (2022 - 2023)
- Chair, Advising Subcommittee for Oklahoma Concurrent Enrollment Access Working Group (2022 - 2023)
- Oklahoma Statewide Transfer Student Success Conference Committee (2022 - 2023)

### Redlands Community College

- Strategic Planning Committee (2023)
- Higher Learning Commission (HLC) (2022)
- Behavioral Intervention Team (2022 - 2023)
- Distance Education Learning Technology (DELTA) (2022 - 2023)
- Curriculum (2022 - 2023)
- Chair, Events Committee (2021 - 2023)
- Commencement Committee (2020 - 2023)
- Hiring Committees (2020 - 2023)



## **CONTACT**



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