

KATHRYNE PELTON

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EDUCATIONAL PREPARATION

Doctor of Education, Educational Leadership
Sam Houston State University, Huntsville, TX
Competencies needed by mid-level professionals to be successful in a senior housing officer role.

anticipated December 2026
ORCID ID 0000-0002-6028-5277

Master of Science in Human Resources and Industrial Relations
West Virginia University, Morgantown, WV

Master of Business Administration
West Virginia University, Morgantown, WV

Bachelor of Arts in English, minors in Geography and History
Sam Houston State University, Huntsville, TX
Canvas Course, Colorado State University

OCCUPATIONAL EXPERIENCE

Associate Director for Facilities and Risk Management October 2024 - present
Department of Residence Life, Sam Houston State University

- Primary responsibilities to include coordination of risk management efforts, custodial services, capital projects, and building renovations and upgrades for residence life department
- Coordination with Director of Facilities Operations to address the preventative maintenance, repairs, renovations, and construction needs of the department based on the allocated budget
- Collaboration with the university facilities office to forecast, plan, manage, and complete capital projects and new construction projects to include OAC meetings, review of ADA compliance, FFE selections and installation
- Act as the custodial liaison for cleaning needs and quality control to include daily cleaning, special projects, summer camps and conferences, and planned events based on the negotiated contract
- Conduct employee training for room inspections, maintenance reporting and follow-up, emergency procedures, key system maintenance, damage charges, use of Star Rez software
- Proficiently utilize a variety of software systems to include Star Rez software for room management, maintenance reporting, and appeal research; campus-specific software: FAMIS (maintenance), Cherwell (technology), VueOps (construction warranty)
- Responsible for submitting required Clery compliance information for residential facilities, to include submission of fire incidents, access control measures, and training opportunities to comply with Clery requirements
- Serve as the risk management officer, overseeing the timely review of policies and procedures, training, and supervision of access control and key management
- On call response for emergency maintenance and custodial response, in addition to general department needs

Assistant Director for Facilities and Risk Management

October 2019 – September 2024

Department of Residence Life, Sam Houston State University

- Primary responsibilities included coordination of risk management efforts, custodial services, capital projects, and building renovations and upgrades for residence life department
- Coordinated with Director of Facilities Operations to address the preventative maintenance, repairs, renovations, and construction needs of the department based on the allocated budget
- Collaborated with the university facilities office to forecast, plan, manage, and complete capital projects and new construction projects to include OAC meetings, review of ADA compliance, FFE selections and installation
- Conducted more than 30 focus groups to initiate idea generation for capital project planning efforts; organized this information and assigned timelines to projects based on mechanical needs and building improvements
- Acted as the custodial liaison for cleaning needs and quality control to include daily cleaning, special projects, summer camps and conferences, and planned events based on the negotiated contract
- Conducted employee training for room inspections, maintenance reporting and follow-up, emergency procedures, key system maintenance, damage charges, use of Star Rez software
- Proficiently utilized a variety of software systems to include Star Rez software for room management, maintenance reporting, and appeal research; campus-specific software: FAMIS (maintenance), Cherwell (technology), VueOps (construction warranty)
- Responsible for submitting required Clery compliance information for residential facilities, to include submission of fire incidents, access control measures, and training opportunities to comply with Clery requirements
- Served as the risk management officer, overseeing the timely review of policies and procedures, training, and supervision of access control and key management
- Other duties as assigned to include COVID-19 response, assist with assessment efforts, and university committee participation
- On call response for emergency maintenance and custodial response, in addition to general department needs

Interim Director for Lowman Student Center

December 2022 – June 2023

Lowman Student Center, Sam Houston State University

- Interim oversight of the University student center to include day to day operations, development of and accountability for fulltime and student staff, budget oversight, facility improvement, and access control
- Increased understanding and awareness about a critical structure and operation within the University environment
- Began working with SHSU Expressive Activity Resources Team

Instructor, Introduction to Collegiate Studies

Fall 2014 - 2025

First Year Experience, Sam Houston State University

One-hour, freshman seminar.

- Taught two sections of UNIOV 1101 (2 general sections)
- Create lesson plans that include active learning to ensure delivery of course learning outcomes
- Utilize Blackboard learning management system for course content, assignment submission, grading, and student feedback

- Provide resources to student for successful learning to include accommodations, discovery of individual learning techniques, and inclusion of learning options into daily classroom use
- Engage in professional development sessions with other instructors for the purpose of providing feedback about teaching techniques and modalities.
- Taught one section of the Bearkat Learning Community (all majors), a residential Freshman Learning Community

Assistant Director for Residence Life Maintenance

March 2016 – October 2019

Department of Residence Life, Sam Houston State University

Assistant Director for Academic Initiatives

March 2014 – February 2016

Department of Residence Life, Sam Houston State University

Area Coordinator

May 2009 – March 2014

Department of Residence Life, Sam Houston State University

Residence Area Coordinator

July 2005 – June 2007

Residence Life, Washington and Jefferson College

CERTIFICATIONS

- Emotional Quotient Inventory (EQ-i) interpreter and coach
- Certified Student Affairs Educator, 2023 – present
- Certified Student Affairs Educator – Campus Housing and Residential Life, 2023 – present
- Mental Health First Aid Responder, expires 7/26/2026

UNIVERSITY COMMITTEE PARTICIPATION

- SHSU Student Disciplinary Committee, September 2025 – August 2027
- SHSU Clery Committee, January 2024 – present
- SHSU Expressive Activity Committee, December 2022 – present
- SHSU Title IX Hearing Panel, August 2022 – present
- SHSU Mobile Credential committee – IMPACT research, March 2022 – present
- SHSU Forward Committee, November 2011 – present
- SHSU Student Affairs Annual Fund Committee, Fall 2017 – Fall 2025
- SHSU Common Reader Program, November 2014 – Fall 2025 (end of program)

PROFESSIONAL INVOLVEMENT

- ACUI general member, 2022 – present
- APPA Leadership in Educational Facilities, March 2018 – present
- Association of College and University Housing Officers International (ACUHO-I), May 2013 – present
 - ACUHO-I Awards Committee, 2021-present
 - Committee Chair 2024-2025
 - Chair elect, 2023-2024
 - ACUHO-I Program Committee, 2018 – present
 - Moderator coordination and training, September 2025 – July 2026
 - Chair Presenter Training Subcommittee, September 2024 – July 2025
 - Program Review Coordinator, 2023 – present
 - Facility Design & Maintenance programs, 2026
 - Centering housing work in operational learning, 2025
 - Communicating the value of campus housing for student success, 2025
 - Facility Design & Maintenance programs, 2024
 - Program reviewer, 2018 – present
 - ACUHO-I Facilities Services Committee, March 2021 – present
- NASPA, March 2020 – present
- Southwest Association of College and University Housing Officers (SWACUHO), February 2010 – present
 - SWACUHO Presidential cycle, February 2020 – February 2023 (elected position)
 - Past President: 2022 – 2023
 - President: 2021 – 2022
 - President Elect: 2020 – 2021
 - SWACUHO-U Cohort Coach and Presenter, Fall 2021
 - SWACUHO Host, Annual Conference 2024 in Denton, TX; 2020 in Sugar Land Texas
 - SWACUHO Treasurer, February 2018 – June 2020 (elected position)
 - SWACUHO Texas State Director, February 2016 – February 2018 (appointed position and liaison to Professional Development Committee)
 - SWACUHO Mid-Level Liaison, February 2013 – February 2016 (appointed position)
 - Planned first annual drive-in conference for Mid-Level SWACUHO members, October 2013
 - Re-implemented mentor program for SWACUHO member
 - SWACUHO Mid-Level Steering Committee, February 2013 - present
 - SWACUHO Program Committee, February 2010 – present
 - SWACUHO Recognition and Awards Committee, February 2013 – present
 - SWACUHO Research and Assessment Committee, February 2017 – present
 - SWACUHO Exhibits and Displays Committee, February 2018 – February 2021
 - SWACUHO Newsletter Committee, March 2013 – February 2020
- Texas Association of College and University Student Personnel Administrators (TACUSPA)
 - Editorial Board: *Student Affairs on Campus*, January 2023 – present
- The Journal of College and University Student Housing
 - Journal reviewer, January 2024 – January 2026
- The Placement Exchange Planning Committee, June 2023 – June 2024

PROFESSIONAL DEVELOPMENT

- Sam Houston State University (SHSU) Staff Senate elected member for Student Affairs, August 2021 - present
 - Secretary, July 2024 – July 2026
 - Chair for Professional Development Committee, July 2023 – July 2024
- SHSU TRAIL – Influencer Track
- ACUE Effective Teaching Practices, Fall 2025 – Spring 2026
- Engaging Exploration, June 2025
- Southwest Association of College and University Housing Officers (SWACUHO) annual conference: 2005, 2010 – 2025
- APPA Leadership in Educational Facilities, March 2018 – present
- Association of College and University Housing Officers International (ACUHO-I) annual conference attendance: 2010, 2013 – 2015, 2018 – 2023, 2025
- Association of College and University Housing Officers International (ACUHO-I) Facilities Management Conference: 2019, 2022