

# NAACO 7<sup>th</sup> Annual Conference General Session Presenters

Monday, February 26, 2007 – Opening Keynote



Over 20 years, **Tracy Knoffa** has conducted thousands of outstanding presentation, seminars and workshops. Currently Tracy is co-owner and a featured presenter for High Impact Training, a nationally recognized training and development company.

Tracy feels she was born to be an educator – in the very broadest sense of the word. Her classrooms are all across the country and with students of all ages and background. Profoundly grateful for the opportunity, Tracy loves to share her talents and inspires to change their lives.

Tracy received her bachelor's and master's degrees in Recreation and Leisure Studies from Southern Connecticut State University in New Haven. She spent 11 years working at Indiana University Southeast, initially as Coordinator of Student Activities and later as Director of the University Center. In addition to the facility management, Tracy provided training and support to more than 50 student groups, and developed and taught the freshman leadership course. Following her career at Indiana University Southeast, Tracy served a Director of therapeutic Recreation at several long-term care facilities in Connecticut.

Tracy lives by the motto, "If it's not fun, I'm not doing it!" She's adamant that training in serious business that doesn't have to be serious.

Tuesday, February 27, 2007 – Tuesday Keynote and UNLV Presentation



**William P. Hoyer** is Executive Vice President for Administration, Planning and Legal Affairs, IES (Institute for the International Education of Students). Prior to joining IES earlier this year, Bill served as Associate Vice President and Deputy General Counsel and a Concurrent Associate Professor of Law at the University of Notre Dame. A leading scholar, legal mind, and experienced administrator in the field for preventive law, risk management, risk assessment, and litigation, Hoyer possesses a broad array of on campus experience.

At Notre Dame, he was Chair of the University's Risk Assessment Committee, a campus wide body dedicated to the identification, assessment, management and mitigation of risk. Bill has developed and published comprehensive risk assessment audit guides for international study abroad programs and has undertaken risk assessments of international programs around the world. He has also served as a Visiting Fellow at the Oxford Centre of Higher Education Policy Studies at New College, Oxford. Actively involved in many professional and civic organizations, Hoyer currently serves on the Board of Directors of the Forum on Education Abroad, the NCAA Division I Infractions Appeals Committee, and the J. William Fulbright Scholar Program, Senior Specialist Program Roster.

As IES' Executive Vice President for Administration, Planning and Legal Affairs, Hoyer leads strategic and annual planning for IES and oversee risk assessment, crisis management, contracts, real estate, and human resources.

Bill is married and has three children.



**Dr. Jane McCarthy** is the Interim Dean of the College of Education at the University of Nevada, Las Vegas. She previously served as the Chair of the Department of Curriculum and Instruction. She is also the Director of the Accelerated Schools Project at UNLV. She has served as the chair of the Classroom Management Special Interest Group for the American Educational Research Association and is currently the President of the national Association of Teacher Educators. She recently completed a term as Chair of the UNLV Faculty Senate. In addition, she serves as Chair of the UNLV Commencement Committee.

Dr. McCarthy has been engaged in extensive outreach and research with the Navajo Nation. Dr. McCarthy has spent her career working with at-risk student populations in urban and rural areas.



**Dr. Rainer Spencer** is a Full-time faculty member at the University of Nevada, Las Vegas. He has been a member of the University Commencement Committee for the past six years and he has served as Director of Faculty Marshals and Student Processional for the past 4 years. Dr. Spencer served as a faculty marshal prior to these higher-level duties.

Dr. Spencer is an associate professor in the Department of Anthropology and Ethnic Studies as well as being the founder and director of the Afro-American Studies program at UNLV.

## Wednesday, February 28, 2007 – Closing Session



**Millree Williams**, the Director of University Communications for the University of Maryland, is a seasoned communications strategist with more than 25 years of experience in a broad range of higher education and healthcare communications and marketing environments. He has planned and executed effective communications and marketing strategies for universities and community colleges, as well as social marketing and national healthcare campaigns. He has served on numerous Commencement committees, and even planned two Commencement Exercises.

In his spare time, Millree enjoys volunteering in his community, watching the national political scene, reading, sports and hanging out with his 14-year-old daughter (when she allows it).



**Jessica Davies** is the Director of Special Events at the University of Maryland, College Park. With over 12 years experience in producing and managing special events, Jessica leads the university's special events team in coordinating an average of 70 campus-wide, presidential and development events each year. Prior to joining the university in 1997, Jessica held positions in the state's Governor's Office, at Washington College and with the San Antonio Performing Arts Association. She is an active member of CASE, ACCED-I, and is a founding member and former president of NAACO. With a high-energy style, Jessica has presented various conference sessions on an array of event-related topics.

When not coordinating events and conferences, working with various boards, volunteering, shopping (her favorite sport), or laughing with friends, Jessica can be found spending time with her son who is currently 12 and in Harvard. ("Harvard" being the name of his 7<sup>th</sup> grade class!)