



SUSPENSION

ERIE COUNTY LEGISLATURE

HON. JOHN J. MILLS
MINORITY LEADER
11TH DISTRICT LEGISLATOR

July 18, 2013

Hon. Mark C. Poloncarz
Erie County Executive
95 Franklin Street – 16th Floor
Buffalo, New York 14202

RE: Minority Caucus Appointment Recommendation to the Commission on the Status of Women

Dear County Executive Poloncarz:

Pursuant to Section 1705 of the Erie County Charter, please accept the name of Ms. Beth A. Holleran as the Minority Caucus recommendation to serve on the Erie County Commission of the Status of Women.

Ms. Holleran resides at 86 Enola Avenue in the Village of Kenmore.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in blue ink, appearing to read "John J. Mills".

JOHN J. MILLS
Erie County Legislator
Minority Leader

cc: The Erie County Legislature
Commissioner Sawrie Becker
Mr. Brian Bray

BETH A. HOLLERAN

86 Enola Avenue
Kenmore, New York 14217
(716) 208-1371 Mobile
baholleran@yahoo.com

EDUCATION:

Master of Science, Student Personnel Administration, Buffalo State College, Buffalo, NY, May 1988

Bachelor of Science, Social Work, Buffalo State College, Buffalo, NY, May 1986

CURRENT EXPERIENCE:

Counselor, Erie Community College Student Support Services Center, North Campus, October '05 – present

- Past Advisor to the Student Nursing Club
- Advises prospective and current students on academic program criteria and assist with course selection, with focus on those interested in Nursing and other competitive health science programs
- Advises on the academic integrity of college policies as related to admissions, academic probation and “Fresh Start”
- Participates in the planning and implementation of recruitment activities and events, e.g. Open House (College-wide and Departmental), Campus Tours, Think College First Initiative, Kaleida Scholars Program
- Monitors academic achievement of prospective students seeking entry into competitive health science programs
- Manage on-going strategic communications with high schools, businesses and community organizations
- Reviews applications to determine admissibility into the College and academic programs
- Presents and participates in High School and community outreach and recruitment efforts
- Presenter at Orientation, Open House, Admissions Q & A’s and various “Student Services Successful Skills Workshops
- Participates in academic, divisional and department staff meetings and academic program reviews
- Served as liaison and reviewer of Kaleida Health, ECMC and Daemen College 1+1+2 Program applicants
- Instructor of the GS 111 College Success Skills three credit course
- Served as a Counselor to students selected in the College Wide Retention Initiative and current member of the College Wide Retention Committee
- Participates in the development and implementation of Student Ambassador Program and Leadership Conference
- Presenter of Domestic Violence Awareness and Prevention workshop series

Advisor, Buffalo State College, Educational Opportunity Program, Buffalo, NY, '09 – '10

- Provided advisement on academic, college policies, financial aid, career and personal issues to students
- Served as a liaison to academic skills tutoring center for students on academic probation
- Co-facilitator of Women’s Enhancement Day

Lecturer, Buffalo State College, Sociology Department, Buffalo, NY, '04 – '10

- Designed and presented syllabus materials for credit bearing courses utilizing Microsoft and Angel
- Provided academic advisement and participated in campus “Weeks of Welcome” program
- Incorporated service learning component as course requirement with utilization of community partners
- Oversaw the coordination of Honor students participation in the College Gala Black Tie Fundraiser
- Committee member of Women’s Studies Unit, Homecoming and Graduation Platform

Instructor, Buffalo State College, Continuing Education Office, Buffalo, NY, '96 – '10

- Designed and presented alcohol related curriculum for mandated DWI/DUI offenders
- Scored assessment tool and make referrals to outside agencies for drug/alcohol evaluations
- Designed and presented NYS teacher certification seminars and workshops

RELATED PROFESSIONAL EXPERIENCE:

Project Coordinator, University at Buffalo, Research Institute on Addictions, Buffalo, NY, '00 – '03

- Planned, marketed and implemented recruitment plan to attract 1200 participants into research focused grant
- Conducted presentations, devised recruitment materials for diverse populations and assisted with publication writing
- Completed client progress retention reports, management of database and data collection

- Served as liaison to courts, law enforcement and community agencies

VOLUNTEER EXPERIENCE:

Member, Emeriti Board, *Buffalo State College Alumni Association, Buffalo, NY*
Past Member, Distinguished Alumnae Selection Committee, *Buffalo State College Alumni Association, Buffalo, NY*
Past President, Board of Directors, *Buffalo State College Alumni Association, Buffalo, NY*
Past Vice-President of Communication, *Junior League of Buffalo, Buffalo, NY*
Past Vice-President of Community, *Junior League of Buffalo, Buffalo, NY*
Member, Scholarship Committee, *NYS Pepsi-Cola/Junior Bowling Association*

AWARDS:

Outstanding Faculty/Staff Member of the Year, *Erie Community College Student Government Association*
Outstanding Student Club Advisor of the Year, *Erie Community College Student Government Association*
Service Learning Fellowship, *Learn and Service/Higher Education, US Dept. of Education*
Awarded three consecutive Center for Development Human Services Grants, *Research Foundation of New York State*
Professional Development Quality of Work Life Grant, *United University Professionals*
"40 Under Forty" Class of 2001, *Business First of Buffalo*

PROFESSIONAL DEVELOPMENT:

Noel-Levitz Advisement Training, Train the Trainer, *Erie Community College*
Academic Advisor Training for Faculty, *Academic Advisement Center, Buffalo State College*
National Coalition Building Institute, *Washington, D.C.*
State University of New York College Admissions Professionals (SUNYCAP) Leadership Institute
The Grantsmanship Training Seminar, *The Grantsmanship Center*

PROFESSIONAL AFFILIATION:

State University of New York College Admissions Professionals, (SUNYCAP)
New York State Association for College Admissions Counseling (NYSACAC)