

Office of Admissions
NF Admissions Officers Responsibilities
As of July 2018

		Liaisons	Supervisory Direct Reports	Travel Territory	Shared
Kimberly Gentile, Director M.A., The University of Akron * Higher Education B.A., The University of Akron * Communication Hometown: Newton Falls, OH 330-972-6345 gentile@uakron.edu	<ul style="list-style-type: none"> ● Strategic and recruitment planning for the Office of Admissions ● Analyzing admissions, demographic data and trends ● Staff development and training ● Admissions operating budget (fiscal management) ● Admissions reports, program evaluation, and overall planning ● Represents the Office of Admissions at campus-wide, state-wide and national meetings and events ● Coordinate the production of publications ● Coordinate electronic communication ● Coordinate the mailing of publications and other specialized correspondence ● Oversee multicultural recruitment ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● University Communications & Marketing ● University Registrar ● Akron Experience ● Ohio Public Universities Admissions Council (OPUAC) ● College of Engineering (Assist Shaina) ● UA Admissions & Recruitment Council 	<ul style="list-style-type: none"> ● 3 Associate Directors – Greg, Michele and Crystal ● Sr. Assistant Director – Courtney ● Assistant Director –Shaina ● 1 Communication and Data Lead – Bob 	<ul style="list-style-type: none"> ● Ohio county: Summit 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Greg Landis, Associate Director M.Ed., Ohio University * College Student Personnel B.B.A., Ohio University * Business Management Hometown: Coshocton, OH 330-972-5827 glandis@uakron.edu	<ul style="list-style-type: none"> ● Coordinate the social media/electronic outreach to students –Live, Facebook, Twitter, Snap Chat, Instagram, etc. ● Coordinate admissions process to the College Credit Plus Program (CCP) – Includes file review for all CCP applicants; outreach to area high schools ● Coordinate Out-of-State Student-Applicant Rec. ● Coordinate the adm process for Home-schooled ● Coordinate/Award the Underrepresented Student Scholarship ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● Office of Student Financial Aid & Scholarships ● Athletics Department ● NEOMED ● LeBron James Family Foundation College of Education (Assist Beau) 	<ul style="list-style-type: none"> ● Sr. Assistant Director - Chris ● Admissions Counselor - Beau 	<ul style="list-style-type: none"> ● Ohio counties: Belmont and Jefferson ● Out-of-state markets: PA counties: Allegheny (northern), Beaver, Butler, Lawrence; and West Virginia 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Michele Stasitis, Associate Director M.Ed., Kent State University * Higher Education Administration B.A., Kent State University * Psychology Hometown: Tallmadge, OH 330-972-8825 mbersan@uakron.edu	<ul style="list-style-type: none"> ● Oversee the process for travel for recruitment purposes-college fairs, high school visits, travel responsibilities, entry into PS, travel folders, etc. ● Oversee the Visitor Relations area ● Supervise and provide training of student employees ● National Merit Scholars contact person ● Oversee the coordination of special group visits ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● Williams Honors College ● UA Centers - Medina Cty. Univ. Center - Wayne College 	<ul style="list-style-type: none"> ● Assistant Director – Jake ● Admissions Counselor – Mallory ● Student Service Counselor- Louise ● Student Assistants in Visitor Relations/Outreach area 	<ul style="list-style-type: none"> ● Ohio counties: Medina and Wayne counties 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned

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<p>Courtney Johnson-Benson, Senior Assistant Director M.A., The University of Akron * Higher Education Administration B.A. The University of Akron * Political Science Hometown: Akron, OH 330-972-6414 Caj4@uakron.edu</p>	<ul style="list-style-type: none"> Coordinate events/initiatives for diverse student populations including Discovering Diversity Day Coordinate Early Outreach Initiatives; work with early outreach/access groups – TRIO programs, STEP, I Know I Can, etc. Oversee the work with UA student groups to engage current students of color in recruitment initiatives - HOLA, NPHC, McNair, Passage, BLSA, etc. Assist with Black Male Summit Academy Assist with coordination/award process for the Underrepresented Student Scholarship Territory Management Web content review for areas of responsibility 	<ul style="list-style-type: none"> Buchtel College of Arts and Sciences (Fine Arts) Office of Multicultural Development International Center Williams Honors College (assist Michele) Student Conduct and Community Standards School of Law EXL Center 	<ul style="list-style-type: none"> Admissions Counselors – Kailee and Matt 	<ul style="list-style-type: none"> Ohio counties: Franklin and Licking 	<ul style="list-style-type: none"> Conduct appointments and information sessions, as needed Conduct College Planning Talks Assist with on and off-campus recruitment events Other duties as assigned
<p>Chris Stimler, Senior Assistant Director M.A., The University of Akron * Higher Education Administration B.A. The University of Akron * Marketing Management Hometown: Akron, OH 330-972-8433 Cms107@uakron.edu</p>	<ul style="list-style-type: none"> Coordinate the Daily Info Session – PP, schedule, training Coordinate the HS Counselor Advisory Board Mtgs. Co-Coordinate telecounseling initiatives (with Jake) Coordinate the research and purchase of office promotional items (pens, pennants, rock candy, etc.) Assist with social media initiatives Territory Management Web content review for areas of responsibility 	<ul style="list-style-type: none"> College of Business Student Life Residence Life and Housing Summer Camps Oelschlager Leadership Program APS Akron Innovation Generation Scholarship ROTC 	<ul style="list-style-type: none"> Admissions Counselor – Bre 	<ul style="list-style-type: none"> Ohio counties: Summit and Tuscarawas Summit county: Akron Early College, Coventry, Cuyahoga Falls, Firestone, Garfield/Kenmore, Green, Lawrence School, Mogadore, Nordononia, North, Tallmadge, Twinsburg and Woodridge. 	<ul style="list-style-type: none"> Conduct appointments and information sessions, as needed Conduct College Planning Talks Assist with on and off-campus recruitment events Other duties as assigned
<p>Shaina Schwartz – Assistant Director M.A., The University of Akron * School Counseling Masters Certificate in Higher Education Administration B.A. The University of Akron * Education Hometown: Medina, OH 330-972-6510 sas79@uakron.edu</p>	<ul style="list-style-type: none"> Coordinate the on-campus recruitment/yield programs: Spring Visitation Day Summer Visitation Day programs Fall Visitation Day programs Senior Days: A to Zip UA Scholars Day UA Decision Day Legacy Reception Territory Management Web content review for areas of responsibility 	<ul style="list-style-type: none"> College of Engineering Student Union Office of Accessibility Dining Services/Aramark 	<ul style="list-style-type: none"> Admissions Counselor – Kaitlin 	<ul style="list-style-type: none"> Ohio county: Stark 	<ul style="list-style-type: none"> Conduct appointments and information sessions, as needed Conduct College Planning Talks Assist with on and off-campus recruitment events Other duties as assigned
<p>Jonathan ‘Jake’ Kos – Assistant Director M.A., Youngstown State University * Interdisciplinary Studies B.A. Kent State University * Interpersonal Communication Hometown: Cortland, OH 330-972-6407 jkos@uakron.edu</p>	<ul style="list-style-type: none"> Coordinate Fall Preview Day in October Coordinate the Saturday Information Sessions Co-Coordinate telecounseling initiatives (with Chris) Assist with coordination of on campus recruitment/yield programs (assist Shaina) Territory Management Web content review for areas of responsibility 	<ul style="list-style-type: none"> Buchtel College of Arts and Sciences (Natural Sciences) Buchtel College of Arts and Sciences (Fine Arts) – assist Courtney as needed Zip Assist Parent Association 		<ul style="list-style-type: none"> Ohio counties: Carroll, Columbiana, Guernsey, Harrison, Mahoning, Monroe, Muskingum, Noble, Trumbull and Washington counties Out-of-state market in PA: Erie, Crawford, Armstrong, Blair, Clarion, Crawford, Forest, Jefferson, Indiana, Mercer, Venango and Warren counties. Temporary outreach for the following Out-of-state markets: 	<ul style="list-style-type: none"> Conduct appointments and information sessions, as needed Conduct College Planning Talks Assist with on and off-campus recruitment events Other duties as assigned

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Mallory Kennedy – Admissions Counselor M.A., The University of Akron * Higher Education Administration; in progress B.A. The University of Akron * Communication Hometown: Kent, OH 330-972-6533 mak146@uakron.edu	<ul style="list-style-type: none"> ● Adviser of the Zip Recruiting Club (ZRC) ● Co-coordinate the UA college fair (spring) ● Assist with monitoring the admissions@uakron.edu e-mail ● Assist with student assistant training (assist Michele); assist with development of the student assistant training program ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● College of Applied Science and Technology (CAST) ● Undergraduate Student Government 	<ul style="list-style-type: none"> ● Graduate Student Assistants 	<ul style="list-style-type: none"> ● Ohio counties: Ashtabula, Geauga, Lake and Portage 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Kailee Aston – Admissions Counselor B.A. Capital University * Psychology Hometown: North Canton, OH 330-972-7449 kla44@uakron.edu	<ul style="list-style-type: none"> ● Co-coordinate the UA college fair (spring) ● Assist with coordinating Discovering Diversity Day ● Assist with You and the Roo Shadow Experiences ● Contact for ACT and CollegeBoard campus updates ● Coordinate the College Planning Talk Program ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● Buchtel College of Arts and Sciences (Social Sciences and Humanities) ● Career Center 		<ul style="list-style-type: none"> ● Ohio counties: Brown, Butler, Champaign, Clark, Clermont, Clinton, Darke, Fayette, Greene, Hamilton, Highland, Logan, Madison, Miami, Montgomery, Pickaway, Preble, Shelby, Union, Warren 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Beau Gannon – Admissions Counselor M.A., The University of Akron * Higher Education Administration B.A. The University of Akron * Education Hometown: Hartville, OH 330-972-5470 bpg9@uakron.edu	<ul style="list-style-type: none"> ● Assist with social media initiatives including Facebook, Twitter, Snap Chat, etc. ● Assist with You and the Roo Shadow Experiences ● Co-coordinate Special Groups ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● LeBron James Family Foundation College of Education ● New Student Orientation ● UA Centers - Barberton 		<ul style="list-style-type: none"> ● Ohio counties: Allen, Auglaize, Defiance, Fulton, Hancock, Hardin, Henry, Lucas, Mercer, Paulding, Putnam, Seneca, Shelby, Van Wert, Williams, Wood and Wyandot ● Summit county: Barberton, Copley, Springfield, STEM and Western Reserve Academy. ● Out-of-state markets: Michigan Indiana 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Matt Futch – Admissions Counselor M.S., The University of Akron * Sports Administration B.S. The University of Akron * Education Hometown: Akron, OH 330-972-6497 mdf8@uakron.edu	<ul style="list-style-type: none"> ● Assist with events/initiatives for diverse student populations Discovering Diversity Day Black Male Summit Community events ● Assist with working with UA student groups to engage current students of color in recruitment initiatives - HOLA, NPHC, McNair, Passage, BLSA, etc. 	<ul style="list-style-type: none"> ● College of Health Professions - Sport Science and Wellness ● Athletics Department: Men's and Women's Basketball programs ● Academic Achievement Programs 		<ul style="list-style-type: none"> ● Ohio counties: Cuyahoga (Metro-CMSD) and Lorain ● Summit county: Buchtel ● Out-of-state market: Virginia 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned

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	<ul style="list-style-type: none"> ● Co-coordinate Special Groups ● Point person for inquiries for print materials, UA T-shirts, pennants, etc. ● Territory Management ● Web content review for areas of responsibility 				
Breanna Koch – Admissions Counselor M.A., The University of Akron * Higher Education Administration B.S. The University of Akron * Education/Sport Management Hometown: Parma, OH 330-972-6507 bmk40@uakron.edu	<ul style="list-style-type: none"> ● Assist with social media outreach initiatives including Facebook, Twitter, Snap Chat, Instagram, etc. ● Coordinate Life as a Zip – social media outreach ● Coordinate Schools App initiative ● Assist with College Credit Plus (CCP) ● Assist with high school counselor advisory board ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● College of Health Professions – Allied Health, Social Work, Speech Language Pathology and Audiology 		<ul style="list-style-type: none"> ● Ohio county: Cuyahoga 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Kaitlin Connell - Admissions Counselor B.A. The University of Akron * History MBA Walsh University Hometown: Austintown, OH 330-972-6424 Kmd51@uakron.edu	<ul style="list-style-type: none"> ● Assist with coordination of the on-campus recruitment/yield programs: Spring Visitation Day Summer Visitation Day programs Fall Visitation Day programs Senior Days: A to Zip UA Scholars Day UA Decision Day Legacy Reception ● Coordinate the Engineering Visit Day ● Coordinate the Alumni Recruitment Program ● Territory Management ● Web content review for areas of responsibility 	<ul style="list-style-type: none"> ● STEM ● College of Health Professions – Nursing ● UA Center - Holmes County Center ● Alumni Association 		<ul style="list-style-type: none"> ● Ohio Counties: Ashland, Coshocton, Crawford, Delaware, Erie, Fairfield, Holmes, Huron, Knox, Marion, Morrow, Ottawa, Richland, Sandusky ● Assist with territory management initiatives for these Ohio Counties: Adams, Athens, Gallia, Hocking, Jackson, Lawrence, Meigs, Morgan, Noble, Perry, Pike, Ross, Scioto, Vinton 	<ul style="list-style-type: none"> ● Conduct appointments and information sessions, as needed ● Conduct College Planning Talks ● Assist with on and off-campus recruitment events ● Other duties as assigned
Admissions Counselor- VACANT				Out of state markets: Illinois Maryland DC New Jersey	