

Thursday, January 5, 2006



Mr. Alvin G. Hooten, Chair
Advisory Search Committee for Vice Chancellor for Student Affairs
Administration Building
The University of Tennessee at Martin
Martin, Tennessee 38238

Dear Mr. Hooten:

I am responding to your announcement for the position of Vice Chancellor for Student Affairs at the University of Tennessee at Martin. Please find enclosed my resume showing my education, experience, and background. Also enclosed is my student affairs philosophy statement.

I am currently serving my second term as the acting vice chancellor for student affairs at UT Martin. I bring 30 years of committed student affairs experience to this position and 30 years of dedicated service to the University of Tennessee at Martin. Specifically, I have direct administrative experience in housing operations, campus recreation, student activities, leadership programs, first-year experience programs, and athletics. Throughout the years my involvement in each of these administrative areas has provided me opportunities to experience first hand most facets of student services and higher education management. I cannot profess to be an expert in all areas of university management however, my strength is found in my ability to rally and enable others to do those things that best serve the campus community.

Please know that I have a passion for the University of Tennessee at Martin; a passion for providing our students with opportunities to learn, grow and prosper; and a passion for the wonderful people who work at UT Martin. I have a love for this university, this community, and for all of the good they both represent. I have worked diligently, creatively, and enthusiastically for many years to do my part to ensure the university's success and to ensure the success of our students. UT Martin has been very good to me. I have always endeavored to do what is good and right for this magnificent place of higher learning.

It is my desire to enthusiastically continue to serve UT Martin as the Vice Chancellor for Student Affairs. It is my sincere hope that your search committee will allow me the opportunity to further discuss my qualifications. I am available for an interview at a mutually convenient time. Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink that reads "David Belote".

David Belote
Interim Vice Chancellor for Student Affairs
The University of Tennessee at Martin

Statement of Student Affairs Philosophy

To be a part of the higher education living and learning environment is truly a gift. It is exciting to be a part of something so vibrant, so alive and so meaningful. It is exciting to creatively construct environments and provide opportunities that compliment the various components of a student's development. First and foremost a division of student affairs should have a collective understanding of the needs of students and a corresponding passion as to how to deliver services and programs that meet those needs in ways that clearly make a difference to the student and to the institution. I have come to believe that the deepest learning is provided by well designed experiences. It is imperative that every facet of a student affairs program be linked to the total growth of each and every student. A division of student affairs should strive to bring forth these experiences in ways that foster engagement in the academic environment; embody high expectations; promote good citizenship and ethical behavior; enhance the concepts of personal responsibility; and create a spirit of life-long learning and involvement.

David Belote

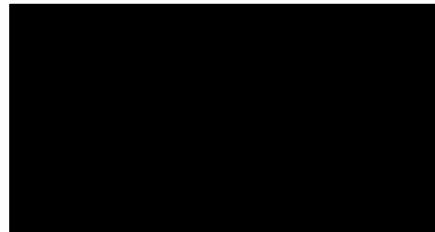
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DAVID JUDSON BELOTE

Residential Contact Information



Office Contact Information



Professional Objective

To lead a division of student affairs at an institution of higher learning.

Academic Background

- Postgraduate work in the Ed.D program in Higher Education Leadership, The University of Memphis. Completed 15 hours of course work.
 - Graduate: Master of Science in Educational Administration and Supervision. The University of Tennessee at Martin, 1980.
 - Undergraduate: Bachelor of Science in Health and Human Performance; Minor in History. The University of Tennessee at Martin, 1976.
Honors: Outstanding Student in Health and Human Performance, 1976. Academic All Gulf South Conference Basketball Team 1975-1976; Baseball Letter Winner, 1972, 73, 76. Basketball Letter Winner, 1972, 73, 75, 76.

Professional Experience:

(Please see attachment for position responsibilities.)

August 2005 to present

Interim Vice Chancellor for Student Affairs
The University of Tennessee at Martin

August 2001 to July 2005

Assistant Vice Chancellor for Student Affairs
The University of Tennessee at Martin

October 2000 to July 2001

Interim Vice Chancellor for Student Affairs
The University of Tennessee at Martin

July 1999 to September 2000

**Director, Office of Student Life
The University of Tennessee at Martin**

July 1985 to June 1999

Director, Office of Campus Recreation
The University of Tennessee at Martin

July 1983 to June 1985	Associate Director, Office of Campus Recreation / Coordinator for Student Activities The University of Tennessee at Martin
July 1980 to June 1983	Assistant Director of Campus Recreation The University of Tennessee at Martin
July 1979 to June 1980	Assistant Director of Housing / Assistant UT Martin Men's Basketball Coach The University of Tennessee at Martin
August 1978 to June 1979	Assistant Director of Housing The University of Tennessee at Martin
September 1976 to July 1978	Hall Director, Austin Peay Hall Graduate Assistant Basketball Coach The University of Tennessee at Martin

Teaching Experience

- 1977 to present: adjunct instructor, Department of Health and Human Performance.
Taught the following activity classes on a reoccurring basis: racquetball, wrestling for coaches, basketball, weight training.
 - Fall 1999 to present: Instructor, The Leaders in Residence Program.
 - 2000 to present: Facilitator in Training / Instructor, The University of Tennessee Leadership Institute.
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Professional Affiliations and Memberships

(Have attended numerous state, regional and national conferences in each of these associations)

- Tennessee Intramural and Recreational Sports Association
 - National Intramural and Recreational Sports Association
 - National Association for Campus Activities
 - Association for the Promotion of Campus Activities
 - Southern Association for College Student Affairs
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Professional Development

- The University of Tennessee Leadership Institute Facilitator Training, 2000 to present.
- First Year Experience "On Course" Workshop, Trainer of Instructors Certification, Fall 2005
- First Year Experience "On Course" Workshop, On Course Instructor Certification, Summer 2004.

- Graduate, The Tennessee WestStar Leadership Program, Class of 2003. Honors: Recipient of the CP Boyd Leadership Award.
 - Graduate, Leadership Weakley County, Class of 1991.
 - Certified Aerobics Instructor, Fitness International, 1989.
 - Certified Pool and Spa Operator, The National Swimming Foundation, 1989.
 - Certified Weight Training Instructor, The Universal Institute, 1988.
 - Graduate, The University of Tennessee Leadership Institute, Class of 1985.
 - University of Tennessee Model-Netics Training.
 - University of Tennessee Facilitation Training.
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Community Service / Community Affiliations

(Since 1990)

- Alderman, The City of Martin Tennessee 2002 to 2006. (Committee memberships include Finance, Alcohol Board, Library, Committee, Historic Planning Commission)
 - Chairperson, The Tennessee Soybean Festival, 2003, 2004, 2005.
 - Executive Board Member, The Brian Brown Memorial Greenway, 2000 to 2006.
 - The Tennessee Soybean Festival Concert / UT Martin Day Committee, 1996, 97,98.
 - President, The Martin Kiwanis Club, 1994.
 - President, The Martin Parent Teacher Organization, 1994/95.
 - Commissioner, The City of Martin Parks and Recreation Board, 1992 to 2002.
 - Member the First United Methodist Church of Martin Tennessee: Youth and adult Sunday School teacher, Purpose Driven Life leader, Youth Discovery Weekend facilitator, stewardship chairperson, Building Committee, Staff Parrish Relations Committee).
 - Coach: Pacer Trotter Youth Basketball Dribbling Exhibition Team.
 - Numerous Youth Coaching Experiences; City of Martin Little League Baseball Commissioner, 1990.
 - Co-Director for Tennessee Area Seven Special Olympics, 1990 to 1998.
 - The University of Tennessee at Martin Skyhawk Basketball, part time public address announcer (numerous times since 1990 to present).
 - WLJT Television part time basketball color analyst for various collegiate basketball game broadcasts.
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Other Related Experiences

- Team Building Facilitator / Trainer: Have conducted over 50 leadership / team building workshops for the following agencies: Weakley County Adult Leadership, Weakley County Youth Leadership, Carroll County Adult Leadership, Carroll County Youth Leadership, Henry County Adult Leadership, Crockett County Youth Leadership, Hardeman County Adult Leadership, Stewart County Youth Leadership, Volunteer General Hospital, WestStar Leadership Development, 4-H, the UT Martin Student Government Association, the UT Martin Student Activities Council, the UT Martin Peer Enabling Program, the UT Martin Women's Skyhawk Basketball Team.

- In conjunction with UT Martin, the UT Martin Student Activities Council, and the City of Martin, have promoted and produced over 65 major entertainment events and activities at the University of Tennessee at Martin.
- Host University (UT Martin) for the National Intramural Sports and Recreation Association National Convention, Nashville, 1983.
- Host University (UT Martin) for the Tennessee Intramural Sports and Recreation Association State Conference, 1993, 1998.

Professional Experience Attachment
Synopsis of Position Responsibilities

August 2005 to present:

Interim Vice Chancellor for Student Affairs, The University of Tennessee at Martin

Responsible for the planning, development, administration and the daily operation of the Division of Student Affairs. Includes the following student services units: admissions; financial assistance; counseling and career services; student conduct; student employment; minority affairs; housing; dining services; student health; university center services; and student life, which includes, student organizations, Greek life, and recreation. Other responsibilities include:

- Co-Direct with the UT Martin Student Success Center, the UT Martin First-Year (Freshman) Experience Program.
 - Serve as the lead instructor / facilitator for the university's Leaders in Residence Program.
 - Serve as co-advisor to the Student Government Association.
 - Serve on the Chancellor's staff and on university committees as assigned.
 - Budget: overseer for approximately 3.9 million dollars in student affairs E&G accounts; \$518,000 in student activity fees; and approximately 4.8 million in auxiliary housing accounts.
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August 2001 to July 2005:

Assistant Vice Chancellor for Student Affairs, The University of Tennessee at Martin

- Directed and administered the University's Leaders in Residence Program.
- In conjunction with the Student Success Center, coordinated, directed and administered the Peer Enabling Program, The Freshman Experience Program, and Freshman Central for the Division of Student Affairs.
- Managed the Student Life Center and programmed various events and programs in the Center. (Included scheduling of meetings and events; set up and strike of various activities; communicating with the campus service areas such as maintenance, HVAC, public safety, etc., in regard to special needs; etc.).
- Oversaw the advisement of UT Martin student organizations and Greeklife operations. The Coordinator for Student Organizations and the Coordinator for Greeklife had direct responsibility for these programs.
- Solicited, received and disseminated information about all campus activities and made this information available to the campus community. (Approved campus solicitation; provided campus events calendar for the campus population; used various technology to distribute campus information; managed the Student Graphics Office).
- Advised the Student Activities Council in all phases of their student activity programming. (Included the advisement of the various committees which collectively produced approximately 150 events and activities each year.)

- Collaborated with academic and student programming groups and worked toward the optimum use of resources while providing the best possible activity experiences for students. (Co produced and assisted with such projects as the Civil Rights Conference; Academic Honors Program Speakers; All Sing, Pike Fights, Greekfest, The All Niter, Welcome Back Week, Homecoming, and most any student and community event using University facilities and University equipment).
 - Collaborated with the various campus programming groups to establish a consistent series of weekend programs for students.
 - Served as the entertainment/activity contract resource office for Student Affairs. (Processed approximately 30 to 40 contracts yearly).
 - Developed leadership, service, and service learning opportunities and programs for students. (Included the co-administration of the Tennessee Youth Leadership Summit, provided leadership workshop activities for summer camp groups and student organizations, etc.).
 - Oversaw the operation of the Office of Campus Recreation.
 - Administrated major campus events such as concerts, theatrical productions, and novelty productions. (Included such programs as the Miss UT Martin Pageant, major concerts, Family Weekend, etc.).
 - Coordinated the Who's Who selection process and awards ceremony.
 - Managed the use of university special event equipment and maintained this equipment. (Included tents, staging, sound and lighting equipment, spotlights, curtains, backdrops, etc.).
 - Budget responsibility: Approximately \$500,000 in E&G accounts and \$450,000 in student activity fee accounts.
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October 2000 to June 2001:

Interim Vice Chancellor for Student Affairs, The University of Tennessee at Martin

Responsible for the planning, development, administration and the daily operation of the Division of Student Affairs. Included the following student services units: counseling and career services; student conduct; student employment; minority affairs; housing; dining services; student health; university center services; and student life, which included, student organizations, Greek life, and recreation. Other responsibilities included:

- Co-directed with the UT Martin Student Success Center, the UT Martin First Year (Freshman) Experience Program.
- Served as the lead instructor / facilitator for the university's Leaders in Residence Program.
- Served as co-advisor to the Student Government Association.
- Serve on the Chancellor's staff and on university committees as assigned.
- Budget: overseer for approximately 3 million dollars in student affairs E&G accounts; \$450,000 in student activity fees; and approximately 4.5 million in auxiliary housing accounts.

Honors: Received University commendation at the conclusion of my term in this position.

July 1999 to September 2000

Director, Office of Student Life, The University of Tennessee at Martin

Duties and budgetary responsibility were consistent with the Assistant Vice Chancellor for Student Affairs position listed above.

July 1985 to June 1999

Director, Office of Campus Recreation, The University of Tennessee at Martin

Responsible for the overall organization and administration of a comprehensive university recreation program (recreation facility operation, intramural sports, leisure recreation, outdoor recreation, aquatics and fitness). Annual budget of approximately \$240,000. Other responsibilities included:

- Advisor to the Student Activities Council and responsible for a programming budget of \$150,000.
- Served as the Elam Center facility manager (the Elam Center is a major convocation center which services intercollegiate athletic programs; campus recreation programs; health and human performance classes and activities; and major university, student and community events).

Honors: The University of Tennessee at Martin Outstanding Employee Award

July 1980 to 1985:

Assistant / Associate Director, The Office of Campus Recreation / Coordinator for Student Activities, The University of Tennessee at Martin

Campus Recreation responsibilities:

- Administered the individual and dual sports program.
- Supervised the club sports program.
- Served as the department's promotion specialist.
- Assisted in the planning and the implementation of the department's special events (The All Niter, The Recreation Rampage, and Daytona Beach Days).
- Managed, staffed and programmed two campus outdoor swimming pools. Assisted in the administered the department's "Learn to Swim" program.
- Assisted in the training of all Campus Recreation professional and student staff.
- Advised the Interfraternity Council sports chairman and assisted in the implementation of the IFC sports program.

Coordinator for Student Activities responsibilities:

- Assisted the Vice Chancellor for Student Affairs with the advisement of the Student Government Association.
- Assisted the Vice Chancellor for Student Affairs with the planning and implementation of the Student Affairs Student Leader Leadership Retreats.
- Programmed major campus events (concerts, circuses, exhibitions, etc.).
- Produced and distributed a monthly campus event calendar.

July 1979 to June 1980:

Assistant Director of Housing, The University of Tennessee at Martin; Assistant Men's Basketball Coach, The University of Tennessee at Martin

Assistant Director of Housing responsibilities:

- Supervised the work of the three hall directors and their staffs; and a custodial supervisor and staff for three residence halls housing approximately 1,500 residents.
- Served as a member of the central housing management team.
- Worked with the hall directors to coordinate the selection and training of all student residence life staff.
- Assisted hall directors with the development and implementation of residence hall policies and procedures.
- Assisted the director with the development and implementation of Office of Housing policies and procedures.
- Managed the Dome Swimming Pool. Hired and trained all swimming pool personnel.
- Designed, coordinated and conducted in-service training and staff development workshops.
- Reviewed all disciplinary reports and administered the appropriate follow up measures.
- Assisted hall directors and student staff with various programming initiatives and utilized residence hall associations to plan and implement major campus events.
- Assisted clerical team with room assignments.
- Assisted in the development of the annual Office of Housing budget.

Assistant Basketball Coach responsibilities included all phases of managing and coaching a NCAA Division II basketball program. Some of these duties included the recruitment of players, scouting of opposition, conducting basketball camps, practice preparation, game preparation, pre and post season conditioning programs, team travel arrangements, study hall management, managing tutorial programs, and promotion of the program.

August 1978 to June 1979:

Assistant Director of Housing, The University of Tennessee at Martin

Duties and budgetary responsibility were consistent with the Assistant Director of Housing position listed above.

September 1976 to July 1978:

Hall Director Austin Peay Hall, The Office of Housing, The University of Tennessee at Martin.

Graduate Assistant Basketball Coach, The University of Tennessee at Martin

Hall Director Responsibilities

- Managed daily operation of a 524-bed residence hall.
- Supervised, trained, and evaluated 12 resident assistants, receptionist, and desk and mail clerks.
- Conducted disciplinary conferences with emphasis on educational sanctions.

- Assisted resident assistants in programming.
- Advised hall government.
- Performed on-duty crisis intervention.

Graduate Assistant Basketball Coach Responsibilities

- Coordinated and supervised pre and post season conditioning programs.
 - Served as lead scout and prepared a scouting report on each opponent.
 - Assisted the head coach with practices, game preparation, and travel logistics.
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