

## CURRICULUM VITAE

**SHEILAH D. VANCE, ESQUIRE**

### SUMMARY

#### ACADEMIC/TEACHING EXPERIENCE

**Chief of Staff and Deputy to the President, Cheyney University of Pennsylvania**, July 2012 to present. Reports directly to the President of the University and is responsible for overseeing all operations of the Office of the President. Responsible for building positive constituent relationships, assisting the president on all major initiatives and projects and providing advice and counsel on a broad range of university and external matters. Serves as liaison with professional staff including Trustees, President's Cabinet, township officials, legislators, city and state public officials, community leaders, and enhances University relationships and partnerships. Serves as Title IX Coordinator, responsible for organizing and coordinating the institution's responsibilities regarding Title IX in sexual harassment issues and athletic gender equity issues. Serves as Social Equity Coordinator, responsible for oversight of administrative policies and procedures of the university; for handling complex political situations for the Office of the President; for providing leadership for various strategic initiatives of the Office of the President; for serving as liaison for legislative issues, social equity and other initiatives; and for representing the University president, as requested. Serves as liaison between the President's Office and Athletic Department for all issues including NCAA compliance and gender equity. Serves as Right-to-Know Officer and Campus Coordinator for the Fraud Incident Reporting System of the Pennsylvania State System of Higher Education. Chaired Administration Group of the University Middle States Reaccreditation Steering Committee and successfully proved institutional compliance with Standards 4 – 6. Member, Pennsylvania State System of Higher Education Chancellor's Chancellors Council on Social Equity, Campus Climate and Inclusion, 2012 to 2014. Trained in Stop It Now Child Abuse Prevention (2014), Mental Health First Aid First Responder (2015), and National Incident Management System (2015). Extensively involved in establishing educational partnerships with Institute Polytechnique de Byumba and Rwanda Governance Board.

#### **ACADEMIC COMMITTEES**

President's Cabinet, July 2012 to present; President's Tactical Committee, July 2012 to present; Administrative Council, July 2012 to present; Social Equity Council, July 2012 to present, Chair; Committee on Governance Committees, Chair, January 2014 to present; Title IX Gender Equity Committee, Chair, August 2014 to present; Emergency Management Committee, July 2012 to present; Scholarship Committee, January 2012 to

present; Athletic Academic Advisory Committee, August 2012 to present; Budget and Priorities Committee, July 2012 to present. Chaired Emergency Admissions Task Force, May 2015. Chair, Budget Subcommittee, President's Task Force on the Sustainability of Cheyney University. Member, President's Advisory Panel on Access, June 2015 to present,

**Adjunct Professor, Villanova University School of Law**, Spring 2001 to present. Teach Education Law Seminar focusing on contemporary issues in K – 12 public education.

**Assistant Dean for Academic Support**, Villanova University School of Law, Villanova, PA. 2000 - February 2006 (Director 1998 – 2000). Develop programs to increase student academic success, including study skills workshops, individual counseling, accommodations for students with learning/physical disabilities, and bar exam preparation workshops. Organize the minority student summer orientation program. Recruit and develop strategies to retain a racially diverse student body. Served on Admissions, Academic, and law school and university Inclusiveness Committee. Created and served as Co-Director of the Pre-Law Undergraduate Scholars program, a \$500,000, summer residential program funded by the Law School Admission Council to prepare minority students for law school.

**Visiting Legal Writing Instructor**, Villanova University Law School, Villanova, PA. August 1996 to May 1998. Taught two sections of the first year Legal Writing course. Taught legal writing, legal analysis and appellate advocacy through instruction in the preparation of and the evaluation of objective memoranda of law and persuasive appellate briefs. Conducted and evaluated moot court arguments. Provided academic support to students in academic difficulty.

## **NON-PROFIT EXPERIENCE**

**President and General Counsel, Institute for Educational Equity and Opportunity, Washington, DC and Philadelphia, PA**, October 2005 to August 2012; Board Chair, 2012 to present. Handle all programmatic and administrative details of directing this non-profit organization which focuses on research, training, and education in the area of K-12 public school finance laws to increase educational opportunities for all children, particularly disadvantaged ones. Principal editor of two award-winning books.

**Project Manager, Best Practices in Urban Education Project**, American Cities Foundation, Philadelphia, PA. June 2003 to September 2004. Project manager responsible for overseeing research on a \$500,000 grant from the U.S. House and Senate Appropriations Committee, District of Columbia Subcommittee, to prepare a report on Best Practices in Urban Education for the Committee. Responsible for overseeing project scope and methodology, activities of three researchers, and preparation of the final report (published September 2004).

## **LEGAL EXPERIENCE**

**Law Offices of Sheilah D. Vance, Esq.**, Paoli, PA and Philadelphia, PA. February 2006 to present. Private civil law practice, concentrating in education, family, estates and trusts, church, and publishing law.

**Sole Practitioner**, Devon, PA and Philadelphia, PA. January 1990-1992; 1995 to 2006. **Partner, Vance, Jackson, Simpson & Vance-Lewis**, January 1992 to 1995. General civil law practice including all aspects of estate planning and administration, administrative law, domestic relations and civil litigation. Served as an administrative hearing officer for the Pennsylvania Department of Education (special, vocational and general education issues) and the Pennsylvania Professional Standards and Practices Commission (teacher certification and tenure). Arbitrator certified by American Arbitration Association.

**Assistant Counsel**, Southeastern Pennsylvania Transportation Authority (SEPTA), Philadelphia, PA. June 1985 to September 1986. Defended SEPTA in negligence litigation. Also worked as a minority business enterprise program specialist. Participated in the Management Intern Training Program

**Associate**, Atkinson, Myers and Archie, Philadelphia, PA. September 1984 to May 1985. Handled civil legal matters, primarily negligence defense.

## **GOVERNMENT EXPERIENCE**

**Special Assistant to the Secretary of the Pennsylvania Department of Education**, Harrisburg, PA. March 1987 to June 1989. Developed and administered programs and policies in basic and higher education, particularly in the areas of at-risk youth, higher education desegregation and equal educational opportunity/civil rights.

**Press Secretary**, Robert P. Casey, Sr. Campaign for Governor, September 1986 to November 1986. Served as press secretary for Governor Casey's successful campaign; traveled with the candidate and coordinated all media.

**Legislative Correspondent**, The Honorable Cardiss Collins, U.S. Representative, Washington, DC. September 1978 to October 1979. Responded to all legislative correspondence. Wrote speeches, newsletters and press releases.

## **PUBLISHING/EDITING EXPERIENCE**

**President & CEO, The Elevator Group, LLC**, August 2004 to present. Created and manage independent publishing company publishing multiple authors and books in

various genres. Handle all contracts with authors, artists and distributors; manage licensing, financing, and joint ventures with retail partners; handle all intellectual property matters, including securing numerous copyrights and trademarks.

**Editor**, Higher Education Publications, National Education Association, Washington, DC. January 1981 to May 1984. Editor of all higher education publications, including the *NEA Advocate* and the *NEA Almanac of Higher Education*. Wrote legal articles for other NEA publications.

**Editor**, *Minority Higher Education Reports*, Plus Publications, Washington, DC. October 1979 to October 1980. Created and edited a national newsletter on current events affecting minority higher education.

**Reporter**, *The Charlotte News*, Charlotte, NC. July 1977 to September 1978. Wrote articles on the higher education and police beats and on general assignment.

## **CONSULTING EXPERIENCE**

**Education Consultant**, Philadelphia Futures, Philadelphia, PA. March 1990 to June 1996. Developed and encouraged public participation in educational mentoring programs, particularly with legal community. Conducted outreach to professional and community groups through public speaking, interviews with news media, and writing newspaper articles.

## **EDUCATION**

J.D., Georgetown University, Washington, DC. May 1984. Honors: Team Member, 1983 Robert S. Wagner National Labor Law Moot Court Competition.

B.A., Howard University, School of Communications, Washington, DC. Journalism major, broadcast management minor. May 1977. Honors: Magna cum laude; Recipient of full, four-year National Achievement Scholarship; Frederick Douglass Honor Society; Dean's List; Who's Who Among American College and University Students.

Graduate Studies Matriculated Student (1998) in Counseling and Human Relations, Villanova University, Office of Graduate Studies, College of Arts & Sciences; 12 credits.

## **AWARDS**

Rookie Board Member of the Year (2009), Southeastern Pennsylvania Chapter, American

Red Cross.

2006 Woman of Distinction (for outstanding accomplishments as an African American attorney and exemplary contributions to the community), Barristers' Association of Philadelphia, National Bar Association.

Chisholm Award for Women in Law, Voices for Justice, National Political Congress of Black Women, Philadelphia Chapter (1999).

### **CURRENT PROFESSIONAL AFFILIATIONS**

Member, Advisory Board, Association of Title IX Administrators (ATIXA), September 2015 to present.

Member, Regional Advisory Board, Teach for America, Greater Philadelphia Region, September 2009 to present.

Member, Penn Towne Chapter of The Links, Inc.; May 2009 to present. Co-Chair, International Trends Committee, 2013 – present; Chair, Services to Youth Committee, 2011 – 2013; (2010-11).

Member, Board of Directors, Foundation, Philadelphia Chapter, National Bar Association Women Lawyers' Division, 2012 to present.

### **PRESENTATIONS AND PUBLICATIONS**

“Understanding the Faculty’s Mandatory Reporting Obligations”, Conference of the Association of Title IX Administrators (ATIXA), September 2015, Philadelphia, PA.

“Applying the Preponderance of the Evidence Standard in Title IX Investigations”, Conference on Inclusive Excellence and International Education, Pennsylvania State System for Higher Education, forthcoming November 2014, Millersville University.

“Public School Funding In Rwanda And The United States: Lessons Learned On The Road Toward Equity In A Democratic Society”, July 2, 2014, Second International Conference on Democratic Governance in Africa, Asia and the Middle East; Kigali, Rwanda.

“Education in the 50 States”, Education Policy Committee, National Foundation of Women Legislators, November 22, 2008, Sarasota, Florida.

“Strategies to Achieve Resource Equity”, National Opportunity to Learn Education Summit, The Schott Foundation, October 5, 2008, Washington, DC.

Moderator, Elementary and Secondary Education Braintrust, The Congressional Black Caucus Legislative Conference, September 2008.

"Education in the 50 States: State Constitutions, Educational Equity and the Role of the Federal Government; Briefing to U.S. Members of Congress and their staffs, sponsored by Rep. Chaka Fattah, September 8, 2008, Washington, DC.

"The Constitution in Schools", February 2006, Pennsylvania Bar Institute, Philadelphia, PA.

"Beyond Segregation: The Continuing Struggle for Education Equity Fifty Years After *Brown v. Board of Education*," July 12, 2005, Oxford Round Table Program on Education Law, St. Anne's College, University of Oxford, Oxford, England.

"History, Litigation Strategy and Lessons Learned from *Brown v. Board of Education*," Pennsylvania Bar Institute Continuing Legal Education Program on The Friendship Civil Rights and Litigation, February 10, 2005, Harrisburg, Pennsylvania, and February 15, 2005, Philadelphia, Pennsylvania.

"History of and Insights from *Brown v. Board of Education*", First Person Festival, Blue Sky Arts Organization, at the African American Museum, June 5, 2004, Philadelphia, Pennsylvania.

"The Nature of Accommodations for Professional and Graduate School Students Under the Americans with Disabilities Act and the Rehabilitation Act", 49<sup>th</sup> Annual Education Law Association Conference, November 14, 2003; Savannah, Georgia.

"The Future of Civil Rights Since *Brown v. Board of Education*: The Struggle Continues", Villanova University School of Law 50<sup>th</sup> Anniversary Continuing Legal Education Symposium, September 13, 2003; Villanova, Pennsylvania.

"Broader Implications: Ranking, Bar Passage, Placement, Student Indebtedness, Academic Assistance", at the Conference, "Dreamkeeping: Empowering Minority Faculty—A Dialogue", sponsored by the Law School Admission Council; October 31, 2003; Seattle, Washington.

"Upper-level Academic Support Programs", Mid-Atlantic Region Academic Support Program Conference, sponsored by the Law School Admission Council, June Regent University School of Law, Virginia Beach, Virginia; June 7, 2003.

"Teaching Social Justice Through Legal Writing", July 25, 2000, Conference of the Legal Writing Institute; Seattle, Washington.

"Same, More, or Different: Academic Support Programs for Upper-level Students", June 17, 2000, Law School Admission Council Academic Assistance Workshop; Kansas City, Missouri.

“The Academic Support Student in the Year 2000: Should the Academic Support Professional Look to Counseling Theory and Practice to Help Students Achieve?”, January 7, 2000, Association of American Law Schools, Academic Support Section; Washington, D.C.

### **ACADEMIC PUBLICATIONS**

Principal Editor, “A Quality Education for Every Child: Stories from the Lawyers on the Front Lines”, September 2009, Institute for Educational Equity and Opportunity.

Principal Editor, “Education in the 50 States: A Deskbook of the History of State Constitutions and Laws About Education, Institute for Educational Equity and Opportunity.

“Beyond Segregation: The Continuing Struggle for Educational Equity 50 Years After *Brown v. Board of Education*”, SAGE Handbook of African American Education, July 2008, SAGE Publications.

“Education Law Course Offerings in Law Schools”, Journal of Law and Education, Volume 33, Number 3, July 2004, coauthored with Dr. Perry A. Zirkel.

“The Academic Support Student in the Year 2000: Should the Academic Support Professional Look to Counseling Theory and Practice to Help Students Achieve?”, 69 U.M.K.C. Law Rev. 499 (2001).

“Teaching Social Justice Through Legal Writing”, Journal of the Legal Writing Institute, Vol. 7, pg. 63 (2001); co-authored with Professor Pamela Edwards.

### **OTHER PUBLICATIONS**

*Chasing the 400*, a novel, February 2006, The Elevator Group.

*Land Mines*, a novel, January 2009, The Elevator Group.

*Journaling through the Land Mines*, July 2009, The Elevator Group.

*Creativity for Christians: How to Tell Your Story and Stories of Overcoming from the Members of One Special Church*, authored with Rev. Felicia Howard, September 2010, The Elevator Group.

*Six Days in December: General George Washington's and the Continental Army's Encampment on Rebel Hill, December 13 - 19, 1777*, an ebook prequel, (May 2012).

*Becoming Valley Forge*, a novel, (forthcoming December 2015).





## **ADDENDUM OF PAST ACADEMIC AND PROFESSIONAL AFFILIATIONS**

Law School Representative, University-wide Inclusiveness Commission, Villanova University, 2001 to 2006.

Academic Committee, Villanova University School of Law, August 2002 to 2006.

Admissions Committee, Villanova University School of Law, August 2001 to 2006.

Executive Committee, Academic Support Section of the Association of American Law Schools, January 2002 to 2006; Nominating Committee, Academic Support Section of the Association of American Law Schools, Oct. - Dec. 1999.

Program Committee, 2003 Annual Conference, Academic Support Section of the Association of American Law Schools, January 2002-January 2003.

## **PAST PROFESSIONAL AFFILIATIONS**

Member, Board of Directors, Southeastern Pennsylvania Chapter, American Red Cross, November 2008 to February 2012.

Member, Board of Directors, PALM (Positive Aging in Lower Merion) Senior Citizen Center, Ardmore, Pennsylvania; September 2010 – July 2012. Chair, Ad Hoc Fundraising Committee.

Counsel, National Association of Colored People, Main Line Chapter, March 2005 to 2010; Member, 1996 – present.

President, African American Parents Group of Tredyffrin-Easttown School District, 2004 to 2007.

Member, Board of Directors, FLITE (Foundation for learning in Tredyffrin-Easttown School District), 2006 – 2009.

Member, Board of Directors, Public Interest Law Center of Philadelphia, 1999 to 2007.

Member, Multicultural/Diversity Committee, Tredyffrin-Easttown School District (1997 to 2003).

Board of Managers, The Philadelphia Foundation (1992-May 2001); Chair, Development Committee (1995-96).

Member, Coalition of 100 Black Women, Pennsylvania Chapter, 2002 to 2009; Counsel, August

2004 to October 2005; Counsel and Member, Board of Directors, Coalition of 100 Black Women, Pennsylvania Chapter (1991 -94).

Member, Chester County Private Industry Council/Workforce Investment Board (1998-2000).

Member, National Political Congress of Black Women, Main Line Chapter (1995-1998).

Member, Pennsylvania Democratic State Committee; Chair, Bylaws Committee (1990-94).  
Oversaw the complete revision of the State Committee Bylaws.

Member, Steering Committee and Media Coordinator, 2000 African American Women Political Action Committee (1992 to present). Instrumental in the planning and media relations for 1992 and 1996 and 2000 African American women's rallies for Clinton/Gore; planned political activities to further the interests of African American women at local, state and national level.

Member, Rules Committee for the 1992 Democratic National Convention.

Historian, Philadelphia Chapter, National Bar Association Women Lawyers' Division (1990, 1991).

Delegate, 1988 Democratic National Convention.

Minority Advisory Board, WPVI-TV (1985-86).

Cable Television Advisory Board, Upper Merion Township, (1985-86).