

Professional Bio

Since 2007, Shakisia McKethan has been serving as the Administrative Assistant for the Sociology Department, in Academic Affairs, at Tennessee State University. As the department's Administrative Assistant, she functions at a well-ordered level, in expediting efficient processes of various clerical and administrative tasks and responsibilities, assisting faculty, staff, students, visitors, and stakeholders in handling various day-to-day business operations. She has attained certificate of completion for, but not limited to, Collaborative Institutional Training Initiative (CITI), Ethics Privacy Information System & Records, Cybersecurity Training Modules, and Occupational Safety & Health Administration.

Since 2007, Shakisia has also maintained part-time employment with Walmart, where she serves as Customer Service Representative, by collaborating with customers in acknowledging & resolving any issues, concerns, or questions when appropriate, processing returned purchases, and more, with excellent speed & a high-level of professionalism. In general, she builds and maintains solid customer relationships, as well as trains & supervises other associates, as necessary.

From 1996 – 2006, prior to joining Tennessee State University, Shakisia served as University Residential Supervisor - Freshmen Area Coordinator, in the Division of Student Affairs, at Fayetteville State University, NC. While at Fayetteville State University, she managed multiple residential facilities, supervised hall staff, served as Summer Housing Program coordinator, attended both professional conferences and developmental training workshops, as well as organized them. Other positions held, included Upward Bound Program counselor, Creating Higher Expectations for Educational Readiness Program counselor, Residence Life Conduct Board advisor, Residence Hall Executive Council co-advisor, & Student Leadership Program co-advisor.

Shakisia earned an Associate of Science Degree in Psychology from Nashville State Community College, and a Bachelor of Science Degree in Sociology from Tennessee State University, with institutional honors (cum laude). She is currently pursuing a Master of Science Degree in Psychology (Counseling) at Tennessee State University. She has received special awards and recognitions relating to both employee and student roles. She is a member of the Alpha Kappa Delta-International Honor Society of Sociology & Psi Chi-International Honor Society in Psychology. She serves as a Senator for Tennessee State University 2023-2024 Staff Senate.