

SUMMARY

21 years of higher education experience in progressive positions in enrollment management, academics, operations, and strategic development. Proven results in new student enrollment, student retention, program development, financial profitability, and employee engagement.

CAREER OVERVIEW

WAUBONSEE COMMUNITY COLLEGE, SUGAR GROVE, IL 2015 TO PRESENT

VICE PRESIDENT, STRATEGIC DEVELOPMENT

- Institutional liaison and leader for regional accreditation through the Higher Learning Commission.
▪ Led content, design, and format creation for the new, three-year, Transformational Plan.
▪ Wrote and obtained \$500k grant to begin Dunham Fund Quick Path accelerated degree program.
▪ Driving new marketing strategy which has increased web traffic by 20% over prior year.
▪ Named as institutional co-chair of the college's 50th anniversary planning committee.

NATIONAL LOUIS UNIVERSITY, CHICAGO, IL.....2016 To PRESENT

ADJUNCT FACULTY, COLLEGE OF PROFESSIONAL STUDIES AND ADVANCEMENT

HIGHER LEARNING COMMISSION, CHICAGO, IL 2014 TO PRESENT

PEER REVIEWER

- Approved as a peer reviewer for re-accreditation visits in the standard and open pathways formats.
▪ Completed Higher Learning Commission training program for peer reviewers.
▪ Attended 2014 Higher Learning Commission conference, participating in presentations and sessions.

DEVRY UNIVERSITY, TINLEY PARK, IL..... 2009 TO 2014

SENIOR NATIONAL DEAN, PROGRAM DEVELOPMENT (2014)

- Devised new programs for DeVry University's 90+ locations and online.
▪ Project owner and leader of new competency-based, self-paced, modality.
▪ Member of DeVry University Program Vertical marketing teams to improve new student enrollment.

CAMPUS PRESIDENT (2009-2014)

- Named to DeVry Inc. CATALYST cohort III leadership development program for top performers.
▪ #1 campus in DeVry University student persistence for fiscal year 2014.
▪ Top 5 legacy campus gross profit percentage for four fiscal years in a row (2011-2014).
▪ Managed financial budgeting, forecasting, and resource allocation for all Tinley Park Metro locations.
▪ Formulated academic support triangulation model and performance checklist to improve student performance.
▪ Created metro-based Tinley Park talent club to prepare non-managers for leadership roles.

BENEDICTINE UNIVERSITY, LISLE, IL2009 TO 2010

ADJUNCT INSTRUCTOR

- Taught MBA 530 Organizational Development in multiple sessions.
▪ Collaborated with Moser College Executive Director to derive initiatives for improved student performance.
▪ Certified online instructor via the ANGEL online learning platform.

NORTHWESTERN COLLEGE, Naperville, IL2008 to 2009

CAMPUS DIRECTOR

- Managed the campus' monthly, quarterly, and yearly budget to meet revenue and profitability targets.
▪ Prepared monthly reports for the board on EBITDA, finances, academics, enrollment, and retention.
▪ Supervised academic, enrollment, student and career service functions for the campus.
▪ Co-chair of the institutional, HLC self-study committee.
▪ Nominated, 2009 spring employee of the quarter.

ARGOSY UNIVERSITY, SCHAUMBURG/CHICAGO, IL2003 to 2007

DIRECTOR OF ADMISSIONS

- Supervised 8-12 admissions advisors to increase student enrollment by reaching assigned targets.
▪ Named to EDMC corporate admissions performance management committee.
▪ Top inquiry conversion in Argosy University system from 2004-2006 at 14-15%.

(Career Overview, continued)



- Schaumburg campus grew from 200 to 600 students by consistently surpassing admissions targets.
- Served on national marketing committee to improve marketing efforts throughout the system.
- Served on clinical psychology admissions committee to assist with decisions on applicants.

ADDITIONAL EXPERIENCE

ASSISTANT DIRECTOR OF ADMISSIONS, WESTWOOD COLLEGE: Supervised 6-8 admissions representatives to increase student enrollment by reaching assigned targets. Prepared weekly reports on various inquiry types and applicant profiles. Developed and executed local and area marketing strategies to increase enrollment. Conducted presentations at high schools to prospective students. Represented the institution at job and college fairs in the Chicago area.

ASSOCIATE DIRECTOR OF ADMISSIONS, ILLINOIS INSTITUTE OF TECHNOLOGY: Supervised 8-10 admissions counselors and staff to increase Institute of Psychology enrollment. Named to IIT President Enrollment Management committee. Devised and implemented marketing strategies and collateral for the Institute of Psychology. Constructed financial aid packages and assigned scholarships based on student aid reports. Recruited and made admissions decisions on prospective students. Represented the university at conferences in designated U.S. cities. Presented to psychology classes at selected Chicago area high schools.

ADMISSIONS OFFICER, LAWRENCE UNIVERSITY: Recruited, interviewed, and made admission decisions on prospective students. Director, fundraiser, and advisor for Lawrence University Black Organization of Students. Planned and coordinated 1999 Spring Open House. Represented the university at college fairs around the U.S. Hosted special events for prospective students of color.

EDUCATION

EXECUTIVE CERTIFICATE, MARKETING STRATEGY | Cornell Johnson Graduate School of Management | Ithaca, NY

DOCTOR OF EDUCATION IN ORGANIZATIONAL LEADERSHIP | Illinois School of Professional Psychology | Schaumburg, IL

MASTER OF PUBLIC ADMINISTRATION | Illinois Institute of Technology | Chicago, IL

BACHELOR OF SCIENCE IN COMMUNICATION | University of Wisconsin Oshkosh | Oshkosh, WI

PRESENTATIONS

Benedictine University Faculty Symposium – Strategic Planning for Faculty (2017)

Partnership for College Completion – Dunham Fund One-Year Degree Program (2017)

Association of Community College Trustees National Conference- Vision 2050 and Transformational Leadership (2016)

Rock Valley College-Leadership for young professionals, Office of Enrollment Management (2014)

Virginia State University-African-American Student Development, Office of Partnerships and Engagement (2012)

Illinois Institute of Technology-Technology in Careers, Herman Hall (2012)

Dillard University-Leadership and Organizational Behavior, Office of the President (2011)

University of Wisconsin-Oshkosh-Building a sustainable career, Division of Academic Support (2009)

University of Wisconsin-Oshkosh-Diversity in Higher Education, Division of Academic Support (2008)

University of Wisconsin-Oshkosh-Succeeding in your profession, Pre-College Program, Division of Academic Support (2006)

Education Management Corporation-Successful Admissions Practices, EDMC Corporate Admissions Committee (2006)

University of Wisconsin-Oshkosh-Choosing the right career, Pre-College Program, Division of Academic Support (2002)

Illinois Institute of Technology-Psychology for young learners, Institute of Psychology (2001)

Lawrence University-African-American student success, Spring Open House (2000)

(Career Overview, continued)

AWARDS & AFFILIATIONS 2008-PRESENT

Aurora Regional Chamber of Commerce, Board of Directors | American Marketing Association | DeVry University, Catalyst Leadership Program | DeVry University, Academic Excellence for Accreditation | DeVry University, Student Persistence Award | Northwestern College, Employee of the Quarter | Illinois Institute of Technology, IPRO Projects Competition Judge South Metropolitan Higher Education Consortium, Presidents Committee | Chicago Southland Chamber of Commerce Top 40 Professionals Under 40 | Chicago Southland Chamber of Commerce Board of Directors | Education Management Corporation, Corporate Admissions Committee | University of Wisconsin-Oshkosh, Distinguished Young Alum