

*Mount Ida College is a small residential college located in Newton, Massachusetts. Full-time enrollment of 1300, Mount Ida features professional programs in the Applied Sciences, Business, Design as well as majors within the Social Sciences and Humanities. Student Affairs features prominently on this campus, and has been charged by the Board of Trustees and the President to be a leader in student engagement and retention.*  
[www.mountida.edu](http://www.mountida.edu)

### ***Professional Summary***

Currently serve as the Vice President for Student Affairs at Mount Ida College. Higher Education and Student Affairs professional with 25 years' experience in student affairs areas including: Residence Life, Leadership Development, and Intercollegiate Athletics.

### **Key Qualifications**

Led departments and teams through times of change and strategic revision. Provide strong supervision to a diversity of functional areas. Manage and prioritize large scale projects as well as emergency response. Reputation as an innovative and progressive thinker and hard worker.

### ***Employment***

#### **Vice President for Student Affairs Mount Ida College, Newton, MA**

**April 2013 - Present**

- **Serve** as a member of the College's administrative council/senior leadership team providing decision making a strategy for the College (FTE 1,300)
- **Led** the reorganization of the division to more closely match the needs of the institution requiring development of two new departments as well as four new full time positions with limited financial impact.
- **Supervise** provide budgetary oversight of six (6) distinct functional areas (including 6 direct reports) with over 50 full time employees and the student government fee.
- **Lead** committees and efforts aligned with the college's strategic plan and divisional goals
- **Collaborate** across divisional lines to enhance quality of student service through the creation of three (3) new campus wide committees and initiatives which have increased student retention and service
- **Oversight** of campus-wide events including All-College Awards and Commencement
- **Serve** as a member of the Dean on Call duty rotation. Serve as the final appellate in student conduct matters with exception of sexual assault and misconduct

#### **Assistant Dean of Students for Residence Life Director of Residence Life**

**Mount Ida College, Newton, MA**

**July 2008 – April 2013**

- **Supervised** Residential Life staff of Professional and Paraprofessional staff
- **Managed** and strategize housing occupancy plan including identification of off-site housing options for times of over-capacity
- **Led** the reorganization of the department to more closely match the needs of the institution with limited financial impact
- **Managed** campus-wide and building specific crises in order to limit individual and institutional impact
- **Oversight** of departmental budget including expenditures and income of room and board
- **Chaired** and participant on campus wide committees including the Handbook Committee and the New Student communication committee.
- **Collaborated** with various offices within the Division of Student Affairs as well as across divisional lines in order to build relationships and improve student services including creating Standard Operating Procedures and methods of management
- **Served** as a member of the Dean on Call rotation. Served as a conduct officer

within the student conduct system as well as appellate to appropriate matters

**Assistant Director of Residence Life for Student & Staff Development  
Boston University, Boston, MA December 2005 – June 2008**

- **Served** as a member of the leadership team providing oversight of the Office of Residence Life. The largest department in the Division of Student Affairs at the University.
- **Facilitated** the application process, selection and training of the Resident Assistant and Senior Resident Assistant (Graduate Assistant) staff of over 230 annually.
- **Managed** the oversight of the specialty housing and faculty and resident program.
- **Chaired** and serve on divisional and campus wide committees and efforts with a residential and student life focus.
- **Collaborated** with departments across campus including all offices within the Division of Student Affairs, as well as Facilities, Boston University Police, Health and Counseling and others to provide proper training for RA staff as well as to develop programs that connect students to these offices and their services.
- **Served** as a member of the Administrator on Call as the top level of the Residence Life on-call system on a rotating basis.

**Director of Residence Life  
Endicott College, Beverly, MA July 2002 – November 2002**

- **Selected, Trained and Supervised** staff of Professional, Split-Position staff and Paraprofessional staff.
- **Managed** housing assignments.
- **Collaborate** with various offices within the Division of Student Affairs as well as across divisional lines in order to build relationship.
- **Adjudicate** student conduct matters and referred appropriate matters to the Dean of Students and Vice President for Student Affairs.
- **Serve** as the senior point person for crisis management on-campus.

**Associate Director of Campus Life  
Babson College, Wellesley, MA June 1998 – July 2002**

- **Selected, Trained and Supervised** Residential Life staff of Professional, Split-Position staff and Paraprofessional staff.
- **Led** the reorganization of the department to more closely match the needs of the institution specifically hiring professional staff and downsizing the number of graduate assistants.
- **Implemented** student leadership program for new and emerging and senior student leaders.
- **Advised** student media groups (Newspaper, Literary Magazine, Radio Station and Yearbook).
- **Chaired** and participate in departmental, divisional and campus-wide committees. Highlights include: chairperson of campus wide leadership selection process which provided a one-stop approach for student leadership applicants for 6 campus wide positions, chair of the women's history month committee and co-chair of First Year Seminar committee.
- **Collaborated** with various offices within the Division of Student Affairs as well as across divisional lines in order to build relationship.
- **Adjudicated** student conduct matters and referred appropriate matters to Dean of Campus Life and/or the conduct board.
- **Served** in the crisis response rotation for the Office of Campus Life.

*The Boston University Office of Residence Life employs over 350 full time and paraprofessional staff to provide a civil and learning-centered residential experience to over 11,000 residential students living in over 145 residential facilities at the urban, research University environment.*  
[www.bu.edu/reslife](http://www.bu.edu/reslife)

*Endicott College is a small residential college located on the Massachusetts coast. The Office of Residence Life provided housing for students in a variety of settings including small and large residence halls as well as apartments and townhouses.*  
[www.endicott.edu](http://www.endicott.edu)

*Babson College is consistently ranked as the #1 school for Entrepreneurship in the US. The Office of Campus Life was a cross functional office that encompassed Residence Life, Student Leadership, Greek Life, Campus Center, Housing Operations and Student Conduct.*  
[www.babson.edu](http://www.babson.edu)

## **Residence Director and Area Director Experience**

### **Area Director, Boston University, Boston MA**

**April 2004-December 2005 & May 1997-June 1998**

### **Residence Hall Director, Boston University, Boston, MA**

**August 1992 – June 1995, Jan. 1996– June 1997, Nov. 2002 – April 2004**

### **Area Coordinator, Indiana University of PA, Indiana, PA**

**June 1995 – January 1996**

- **Supervised** Residential Life staff of Professional and Graduate Assistant Staff in various models within a residence life department
- **Contributed** on departmental and divisional committees
- **Implemented** new programmatic efforts in hall-specific programs ranging from career services programs, diversity and inclusion programs, health and wellness programs and life-skill development programs.
- **Advised** several student groups including the B-movie club, women's empowerment club, as well as the Residence Hall Associations at each campus.
- **Collaborated** with various offices within the Division of Student Affairs as well as the Office of Housing, the campus Police Department, Facilities and Conference and Events as appropriate.
- **Served** as a member of the crisis management on-call rotation. Served as a conduct officer within the student conduct system and refer cases as appropriate to Chief Conduct Officer.

## ***Education***

### **Bachelor of Science Journalism**

Boston University, 1989

### **Masters of Education Higher Education Administration**

Boston University, 1995

## ***Leadership Positions***

Boston Gay Men's Chorus Board of Directors (several positions held including Vice President and President)

MA NASPA State Board (Several positions held including State Director)

NASPA Co-Chair New Professional/Graduate Student KC

ACE Office of Women in Higher Education Board

MAWE (Several positions including Vice President and President)

PCPA Co-Chair for Public Four Year Universities

## ***Professional Affiliations & Awards***

National Association for Student Personnel Administrators (NASPA)

American Council of Education (ACE)

Recipient of the NASPA Region I Service to the Association Award (2011)

Recipient of the NASPA Region I Mass. Mid-Level Professional Award (2007)