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*A skilful post-secondary leader with over thirty years of success in the PSE sector,*

*committed to the strategic growth of institutions through exceptional leadership*

*in international education, marketing, and enrolment management,*

*around the corner and around the globe.*

**PROFESSIONAL EXPERIENCE**

*Dutcher LLC, Stowe, VT*

*March 2020 to the present; Consultant*

Providing professional and strategic expertise to the global post-secondary sector

*Humber College, Toronto, ON*

*September 2016 to the present; Dean, Humber International*

* Led the international division of the country’s largest polytechnic college, including responsibility for international marketing, admissions, enrolment, orientation, student services, academic mobility, academic partnerships and international development
* Led the development and implementation of a comprehensive internationalization strategy
* Grew enrolment from 3,800 international students to over 6,500 in three years

*Sheridan College, Oakville, ON*

*February to August 2016; Acting Vice-President, Student Affairs & Enrolment Management*

* Led the student division of the college during the Vice-President’s academic sabbatical
* Responsible for a division of over 330 staff members, including the Registrar’s office, Student Affairs, Ancillary Services and International Services
* Developed a framework to greatly enhance the provision of services and strategic direction for the college’s Indigenous students

*February 2012 to February 2016; Director of International Services*

* Led all aspects of the college’s internationalization efforts, including marketing, recruitment, admissions, student success programming and overall internationalization
* Doubled international enrolment in four years, growing gross tuition revenues from international students to over $75M in the 2015-16 fiscal year
* Developed and implemented an institution-specific code of ethics for international activities
* Analyzed data reports for international enrolment and led the team through a change process to improve the college’s ability to predict and manage international enrolments
* Established and led an international academic advisory board to better connect administrative and academic goals of internationalization
* Led the development of technological innovation that saved the department hundreds of person-hours of manual labour that was redirected to better support international student success

*Queen’s University, Kingston, ON, March 2008 to February 2012; Associate University Registrar (Records & Services)*

* Managed principal registrarial functions for a highly selective, four-year public university with 13,000 undergraduates and 5,000 graduate students
* Re-engineered processes, adapted policies & procedures, and negotiated changes to academic administration based on the implementation of “best practice” records management using a new information system, resulting in major service and functional improvements for students, families & administrators
* Provided academic units (Faculties, Schools) with critical support for the PeopleSoft Student system through numerous “first-time” launches including academic review, electronic submission of grades, block registration and timetable administration

*Higher Colleges of Technology, Fujairah, UAE; August 2005 to March 2008; Supervisor of Academic Services*

* Managed registrarial and admissions services for two campuses of the federal two-year college of the United Arab Emirates
* Adapted enrolment management principles (yield management, quantitative analysis) for use at the local college
* Represented the college system on a nation-wide oversight body that designed and implemented standardized English testing for all secondary school leavers in the country

*Noel-Levitz Canada, Guelph, ON; June 1999 to July 2005; Senior Consultant & Director of Canadian Operations*

* Wrote the business plan to establish the Canadian division of North America’s largest enrolment management consulting company, then acted as sole corporate representative in Canada
* Adapted and instituted ‘best practice’ American enrolment management practices for use in Canadian higher education
* Provided enrolment management consulting services to over fifty institutions in nine Canadian provinces and five US states, fundamentally changing their operations in support of best-practice enrolment management techniques

**EDUCATION**

Master degree in Business Administration (MBA), Rotman School of Management, University of Toronto, Toronto, ON; June, 1998

* *Marketing Major. Studies included International Exchange at the:*

Wissenshaftliche Hochschule für Unternehmensführung, Vallendar, Germany; September to December 1997

* Winner, 1997 and 1998 Molson Marketing Case competitions

Honours Bachelor degree of Music, Wilfrid Laurier University, Waterloo, ON; 1982-86

* Principal instrument: double bass
* Co-operative education experience as a Student Recruitment Officer for the university