

DAVID W. EMSWELLER

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HIGHER EDUCATION EXPERIENCE

Dutcher LLC, Stowe, Vermont (2022 – present)

Independent Consultant (2022-present)

- Provide subject matter expertise and services/support focused on student affairs, enrollment management, crisis response, and organizational culture/change to higher education clients.

University of Findlay, Findlay, OH (1998-2021)

Vice President for Student Affairs and Enrollment Management (2020 to 2021), Vice President for Student Affairs (2002-2020), and Dean of Students (1998-2002)

- Served as chief student affairs officer responsible for the following areas:
 - Student Life – commuter services, counseling services, dining services, Greek life, health services, housing & residence life, judicial affairs, student activities, recreational services
 - Student Engagement – Christian ministry, intercultural services, international education, study abroad, service and community engagement
 - Student Success – academic advising, academic support center, accommodation and inclusion, career planning, oiler success center, orientation, retention
 - Student Safety – behavioral intervention team, campus police, crisis response, emergency operations team, law enforcement relations, safety, and security
 - Enrollment Management – undergraduate/graduate/international admissions, financial aid, marketing (from 2003 -2012 and 2020 to 2021)
- Supervised one associate vice president, one assistant vice president, two assistant deans and fifteen director level professional staff, and maintained responsibility for the entire student affairs and enrollment management staff which included an additional seventy regular staff members and fifty-five student staff members
- Managed an operating and personnel expense budget of six million dollars
- Planned and implemented renovation and construction projects annually (projects included the construction of a new College of Business/Student Life Building, the creation of a student recreation center, the building of new student housing, the establishment of the Oiler Success Center and the Buford Center for Diversity and Service, the addition of an intramural field, and the implementation of a security camera system with over five hundred cameras)
- Functioned as liaison with Findlay Police, Hancock County Sheriff, Ohio State Patrol, FBI, Secret Service, Department of Homeland Security, and other law enforcement agencies as needed due to campus initiatives, issues, and/or events
- Administered the student judicial process, report annual crime statistics, facilitated compliance with federal requirements (VAWA, Clery, Title IX), and insured that student life policies and procedures outlined in the catalog were accurate and complete
- Designed and assisted with annual revisions of the crisis response plan
- Managed crisis response protocols, behavioral intervention team actions, and emergency operations team meetings
- Created and implemented the Oiler Start Safe & Stay Safe Plan in response to COVID-19, and managed all aspects of the institution's on-going efforts to mitigate the impact of COVID-19 on the campus community
- Served as Designated School Official for SEVIS
- Conducted international trips to meet with recruiters/prospective students; vet potential exchange programs/sites; and support UF's international student enrollment
- Coordinated logistics and security protocols for significant campus events (visitors included President Clinton, Gov. Palin, Gov. Romney, Rep. Ryan, Ambassador Francois Delattre)
- Assessed services provided to students and coordinated efforts to develop and implement new or improved services

- Designed and implemented training and development activities for professional/student staff
- Actively assessed each functional area to ensure compliance with standards set by the University and its accrediting bodies
- Represented the student affairs and enrollment management areas at board of trustee meetings and community meetings

Michigan State University, East Lansing, MI (1991-1998)

Coordinator of Leadership Development and Technology (1994-1998)

- Served as a resource for residence hall student group advisors, and actively work to provide leadership opportunities for students
- Designed and implemented training sessions for residence hall student group advisors
- Developed and maintained a comprehensive advisor manual
- Coordinated the annual Student Organization Orientation for hall group executive boards and their advisors
- Assisted with planning and facilitating campus wide leadership conferences
- Maintained and shared information about programs and services offered by offices and departments across campus
- Co-supervised the Department of Residence Life Resource Center
- Created and maintained listservs for departmental full-time staff, graduate advisor staff, and student staff
- Installed hardware and software for all departmental computers
- Provided user support and general hardware maintenance, and arrange training sessions
- Coordinated the development and maintenance of the departmental web site
- Functioned as logistics coordinator for departmental projects and processes
- Developed and implemented a three-year comprehensive technology plan and budget

Residence Halls Association Advisor (1994-1998)

- Served as advisor and resource person for RHA which consists of the following components: the Executive Board, General Assembly, Movie Program, Recycling, Special Events, Special Projects, and StateWalk
- Oversaw the administration of RHA accounts, contracts, and events
- Assisted with the management of the \$500,000 annual budget
- Provided support for the organization as requested and serve as advocate
- Assisted the organization with resolving problems, overcoming barriers, reaching goals, designing training, and remaining true to its mission

Complex Director, Wonders Hall (1991-1994)

- Directed the residence life program in a co-educational suite style hall housing approximately 1,000 residents
- Supervised four graduate assistants, twenty-four resident assistants, and three office assistants
- Designed and implemented a yearlong staff training program
- Functioned as initial hearing officer for all judicial cases
- Developed protocols and procedures for mediating conflict; assessing and de-escalating critical situations; and improving security measures
- Coordinated social and educational programming within the hall
- Advised hall government for one year and black caucus for two years
- Assisted with summer sports camps during the summers of 1992, 1993, and 1994

Florida International University, Miami, FL (1990-1991)

Associate Director of University Housing (1990-1991)

- Co-supervised two full time housing coordinators and clerical staff
- Recorded and tracked departmental purchase requisitions
- Projected costs for major projects (construction, renovation, computerization...)

- Monitored progress of all facility related projects
- Assisted with R.A. selection and training

Adrian College, Adrian, MI (1984-1990)

Director of Residence Life, (1987-1990)

- Directed operation of eight residence halls housing eight hundred students
- Selected, trained, supervised, and evaluated eight hall directors, thirty-four resident assistants and one graduate intern
- Managed all residence life office operations and personnel matters
- Monitored an annual operating budget of approximately 2.5 million dollars
- Planned and coordinated residence hall renovations which totaled \$500,000
- Assisted with computerizing office operations (housing assignments, billing...)
- Produced program, damage and occupancy reports each semester
- Developed an extensive staff evaluation process, monthly staff in-services, and a detailed office operations manual
- Coordinated residence hall educational and social programming
- Designed and implemented room selection process
- Adjudicated all major residence life discipline cases
- Developed protocols and procedures for mediating conflict; assessing and de-escalating critical situations; and improving security measures
- Advised Alpha Tau Omega and BACCHUS
- Served as MIAA Cross Country Coach

Director/Coordinator of Orientation, (1984-1990)

- Directed all new student orientation programs
- Designed interview and selection process for student orientation leaders
- Assisted in training of faculty orientation advisors
- Updated brochures, programs and slide show used for orientation
- Produced orientation program manual and
- Convened and facilitated the Orientation Committee

Assistant Director of Residence Life, (1986-1987)

- Planned and implemented resident assistant selection and training
- Supervised thirty resident assistants
- Coordinated residence hall educational and social programming
- Designed in-services for resident assistants and assisted Director with office operations

Residence Hall Director, (1984-1986)

- Directed a first-year hall housing seventy males (1984-1985)
- Directed a co-educational hall housing over one hundred residents (1985-1986)
- Supervised four resident assistants in each hall
- Coordinated residence hall educational and social programming
- Advised students with personal and academic problems
- Adjudicated hall discipline cases
- Served as advisor to hall government

International Student Advisor, (1984-1986)

- Advised foreign students with personal, academic and immigration problems
- Completed all necessary immigration paperwork for foreign students
- Developed community/foreign student relations via the Rotary Club
- Served as liaison between students and administration
- Advised the International Student Club

TEACHING EXPERIENCE

Oiler Experience Instructor, The University of Findlay, Findlay, Ohio (August 2007 - December 2010)

Adult Education Teacher, Adrian City Schools, Adrian, Michigan (April 1988 - December 1988)

Summer Program Intern, Bowling Green State University, Bowling Green, Ohio (Summer 1985)

Secondary English Teacher and Track Coach, Langston School, Oberlin, Ohio (1983-1984)

Student Teacher, MacDonald High School, Montreal, Canada (Spring, 1983)

SELECT PROFESSIONAL ACTIVITIES, COMMITTEE INVOLVEMENT, COMMUNITY SERVICE and AWARDS

Professional Activities

- Ohio Emergency Management Association Member
- Ohio Public Private Partnership (OP3) Member and Conference Presenter
- National Association of Student Personnel Administrators Member and Conference Presenter
- Association of College and University Housing Officers International Member
- American College Personnel Association Member and Conference Attendee
- National Association of Foreign Student Advisors Conference Attendee
- Michigan Association of Foreign Student Advisors Conference Planner
- Michigan Consortium of Substance Abuse Educators Conference Presenter
- Michigan State R.A. Conference Planner and Presenter
- National Association of College and University Residence Halls Conference Attendee
- Great Lakes Affiliate of College and University Residence Halls Conference Attendee
- Great Lakes Affiliate of College and University Residence Halls Regional Advisor Elect
- Michigan Organization of Residence Hall Associations Conference Attendee
- National Crisis Prevention Institute Training Attendee
- Race Relations Training Program Attendee
- MSU Alcohol and Other Drug Institute Training Attendee
- MSU Bailey Scholars Retreat Consultant and Presenter
- UF Budget Summit Presenter
- Campus Emergency Operations Training Presenter and Participant
- Alpha Tau Omega Member
- Sigma Tau Delta Member
- Phi Beta Delta Member
- Phi Kappa Phi Member
- Association of Title IX Administrators Training Participant
- Safezone Workshop Participant
- Confrontation De-escalation Presenter
- Conflict Resolution Presenter
- Crisis Response Presenter

Committee Involvement

- Student Experience Committee Chair
- Workplace Safety Committee Chair
- Enrollment Management Faculty Senate Committee Member
- Sustainability Committee Member
- Multi-Year Experience Committee Member
- Student Group Advising Committee Chair
- R.A. Selection Committee Member and Logistics Coordinator
- Office Automation Committee Member
- Student Life Leadership Conference Committee Member

- Student Life Awards Committee Member
- Orientation Committee Chair
- Alcohol Task Force Committee Member
- Housing Task Force Chair
- Calendar Committee Co-Chair
- Strategic Planning Committee Member
- Retention Committee Member
- Student Affairs Committee Member
- Risk Management Committee Member
- Campus Communications Board Committee Member
- Enrollment Initiative Committee Chair
- Campus Violence Review Committee Member
- Campus Emergency Operations Team Member
- Data Panel Committee Member
- Non-Instructional Assessment Committee Member

Community Service

- American Cancer Society Hancock County Advisory Board Member
- Hancock County Heart Walk Sponsorship/Team Committee Member
- Capital Area Interfaith Respite Volunteer
- United Way Campaign Coordinator
- Fix Hunters Creek Community Action Group Founder
- The Center for Safe & Healthy Children Board Member

Awards

- Michigan Ontario Residence Hall Association Advisor of the Year, 1995 & 1996
- Michigan State University Outstanding Student Government Organization Advisor, 1995-1996 Academic Year
- The University of Findlay Greek Advocate of the Year, 1999-2000 Academic Year
- UF Shining Star Award, 2008-2009 Academic Year

EDUCATION

Michigan State University, East Lansing, MI

Completed Ph.D. course work and comprehensive examination (October 1995)

Bowling Green State University, Bowling Green, OH

Master of Arts in College Student Personnel (May 1986)

Bachelor of Science in Education (May 1983)

Major: English

Minor: Sales Communication

(Teacher Certification Received)

REFERENCES

Available Upon Request