

EDUCATION

Ph.D. University of Florida
Concentration: Higher Education Administration

M.A. University of North Dakota
Concentration: Counseling and Guidance

B.A. University of North Dakota
French with minors in Education and English

Additional: Leadership Academy
Arizona State University

Institute for Educational Management
Harvard University

PROFESSIONAL EXPERIENCE

2006 – Current Clinical Professor
 University of Utah

Serve as a faculty member in the Department of Educational Leadership and Policy. Coordinate master's degree program with an emphasis in student affairs and serve as M Ed academic advisor. Teach Professional Seminar, Program Development in Higher Education, International Student Services and Internship classes.

2000 – 2006 Assistant Director of Student Development and the Memorial Union
 Arizona State University

Served as a member of the management team of Student Development and the Memorial Union at a large research university with a population of approximately 51,000 students. Management responsibilities included assisting with financial and strategic planning, staff development programs, and program development and assessment. Served on various divisional committees such as Student Health and Wellness and Risk Management. Provided budget oversight for approximately \$1.5 - 2 million. Integrated risk management and assessment techniques. Supervised 14 staff, 4 graduate/professional students and 6 undergraduate students. Responsibilities have varied and included the following program areas.

- Managed the services and programs for the Associated Students of Arizona State University including the Graduate and Professional Student Association, Programming and Activities Board, Undergraduate Student Government, Business office and Student Legal Services. Coordinated elections, student/staff training programs, legislative bodies, and maintained official documents. Coordinated opening of Graduate Center, provided oversight of processing of travel and research grants and program development. Provided oversight for contract negotiations, event planning and administrative contact for campus events such as Homecoming and Presidential Debate. Supported activities such as Off-campus Housing, Safety Escort Service and Bike Co-op Programs. Managed employment process for approximately 50 – 60 student staff.
- Supervised the Child and Family Resources program. Provided administrative oversight for contracted childcare program, management of a Department of Education grant of \$174,000 for childcare subsidy at identified campus based centers and referral services.
- Supported a Greek system of approximately 55 chapters and five councils. Provided educational programs for new members and council officers and communicated with alumni and headquarters. Managed judicial procedures including a Greek Judicial Review. Assisted with the development and management of public/private small group housing complex designed to house approximately 600 affiliated and non-affiliated students.

- Supported the Student Leadership Program. Supervised the Leadership Scholars Program, a four-year developmental leadership program (credit classes, service projects, monthly meetings, retreats and newly established alumni group). Supported leadership library, skill based workshops and presentations, series of leadership development classes, Leadership Development Team and Sun Devil Stars recognition program. Developed and implemented Emerging Leaders Programs and initiatives such as Leadership and the Arts, Leadership Council and Fall Leadership Forum.
- Supervised the Community Service Programs collaborative events and programs to promote experiential service learning opportunities. Supported a clearinghouse for agency connections, skill-building workshops related to service learning and social action, annual service events and individual opportunities. Supported initiatives such as Cesar Chavez Day of Service and Devils in Disguise.
- Provided oversight for the Programming and Visual Arts including the transition of the Memorial Union Gallery into the Art Café, timely events such as ASU Idol and Comedy Under the Stars and advisement of two comedy clubs. Participated in Programming Initiatives Committee.
- Promoted campus engagement in over 500 registered student organizations through the Student Organization Resource Center. Reviewed and revised registration process, supported advisement of REACH, a student paraprofessional organization, incorporated services and recognition of advisors, and Hall of Fame recognition program. Supported development of Best Practices project.
- Coordinated programs such as Passport to ASU. Designed and implemented More to Explore (First Three Weeks Initiatives). Promoted involvement of students through Engaging Students Committee and the Student Involvement Database.
- Supported access to the profession through Careers in Student Service program and National Association for Student Personnel Administrators (NASPA) Minority Undergraduate Fellows Program.

1995 - Fall 2000

Vice President and Dean of Students
St. Olaf College

Served as a member of a senior leadership team and senior student affairs officer at a private, Liberal Arts, church-related residential college with approximately 2,900 students. College responsibilities included campus strategic planning, financial decisions, communicating with the Board of Regents, enrollment strategies, communication plans, capitol campaign initiatives and special projects. Participated on college committees such as the One-Stop Student Services, Task Force on Student Health and Wellness and Status of Women.

Provided leadership for Academic Support Services, Counseling Center, Career Development Center, Department of Residence Life, Student Health Services, Public Safety (Campus Security and Parking), Wellness Program, Academic Advising (two years), Student Conduct, Multicultural Student Services, International Student Services, Student Activities, Retention and Assessment for the Division, the Dean of Students Office and the Buntrock Commons campus center.

- Supervised 50 professional and support staff and the employment of about 600 student staff. Provided staff development and mentorship opportunities. Managed budget of approximately \$3.9 million for the division.
- Provided oversight for the quality and options of the foodservice program.
- Participated in the program statement and planning of the new campus center, the Buntrock Commons. Assumed responsibility for daily operation of the facility which involved student activities operations, student organizations and student government, a student run club, games area and full kitchen, all dining facilities for the campus, meeting rooms and special events area. Conference operations were housed in the facility along with Mail Room, Print Center, Bookstore and Telecommunications.

- Coordinated transition of first-year students and transfer students with Orientation program called WEEK ONE, special student staffing and programs such as the phonaton for first-year students, the Junior Counselor program and International Student Counselors. Monitored monthly enrollment changes. Emphasized retention effects of services and implement unit assessment activities, including student satisfaction. Assessed student profiles through instruments such as the College Interest Research Project, Alumni Satisfaction Survey and Senior Survey.
- Promoted student leadership opportunities through student activities which included the Volunteer Network, student entertainment, student speaker series, LEAD team, recognition of about 90 student organizations, Student Senate, student media (Viking, the yearbook, Literary Arts Magazine, Messenger, student paper, and the student run radio, KSTO), and sports clubs.
- Coordinated development and implementation of Code of Conduct. Encouraged dialogue about values through actions such as the RICH student values statement. Provided direction for the Honor Council and coordinated appeals process.
- Supervised a residence life program of 10 residence halls with approximately 2650 students, five area coordinators and approximately 400 student staff. Program included Honor Houses and academically theme based houses.
- Supervised publications such as annual letter to students, parents, Student Handbook and Parent Guide.
- Supported and promoted diversity in all area of the division and college. Supervised the programs for students of color, international students and students with disabilities. Supported ethnic festivals and programs such as international night and food festival. Encouraged and supported activities such as the support group for women of color, advisory group for juniors and seniors, mentorship program and support for programs regarding sexual orientation. Designed and funded the diversity initiatives program. Promoted internship, scholarship and employment opportunities in diversity. Supported the summer “bridge” program.
- Promoted a healthy community through support groups, clinics such as eating disorder and depression assessment and psychiatric consultations and individual counseling. Provided educational and assessment activities related to alcohol and other drug use. Promoted initiatives related to healthy lifestyles such as the Peer Education program. Supervised the campus student health clinic and contract with local clinic.
- Promoted a safe community through the security staff, Student EMT and escort program and the student group, Sexual Assault Recovery Network.
- Supported academic initiatives through academic and service houses, the Community Advisors program in the residence halls, procedures such as the Continuous Reporting System, granting of grades of incomplete, the academic review process, and review of petitions for exceptions to policy.

1988-1995 Dean of Students
 University of Wisconsin Oshkosh

Provided leadership for development and supervision of the Dean of Students office at a regional institution with an enrollment of approximately 10,500 students.

Provided oversight for the Code of Conduct, Leadership and Community Program, Veterans Affairs, Sexual Assault Prevention Program, Orientation, Student Government, Greek Life, programs and services for students with disabilities, nontraditional students, child care center, Alcohol Education Program, International Student Services and general advising.

- Managed a budget of \$300,000 and assisted with oversight of an estimated additional \$750,000.

- Supervised the advisement of the Oshkosh Student Association, Student Assembly, Student Legal Services and the Allocations Committee, which distributed and monitored the expenditures of approximately \$600,000 annually. Provided oversight for the recognition of approximately 130 student organizations.
- Supervised the new student orientation program including the training and supervision of 100 student volunteers who interact with 1,400 new students during 28 freshmen registration days, the supervision of a student director and assistant director. Initiated the Freshmen Phone-A-Thon.
- Supervised the advisement of the fraternities and sororities, Panhellenic and the Interfraternity Council.
- Developed and coordinated the Campus for Acquaintance Rape Education program. Coordinated compliance with the Campus Security Act, Drug-Free Schools and Communities Act, reporting of sexual assaults and the processing of student discrimination complaints. Assisted with the development of the Campus Community Liaison Officer program with the Oshkosh Police Department and the University Police Department. Served as a contact for general complaints and grievances.
- Co-facilitated the Gay, Lesbian and Bisexual Issues Group. Assisted with the development, implementation and sponsorship of the Staff and Faculty for Equality (SAFE) program.
- Served on the Student Health Center Futures Committee and the Wisconsin HIV Prevention and Comprehensive Health Promotion Consortia. Attended New Jersey Collegiate Summer Institute for Health.
- Coordinated the production of publications such as the Student Calendar, Handbook and Student Lifesaver.
- Co-coordinated the staff development programs for the Division of Student Services and Programs. Participated in Total Quality Management training and use of assessment activities such as the Council for the Advancement of Standards.
- Served on committees and provided presentations at various workshops, programs, classes and conferences. Efforts included University-wide "Campus Climate" workshops, serving as a facilitator for Student Support Group and participating in University Leadership and Planning Conferences. Served as a Volunteer Resource Person and advisory board member of the Employee Assistance Program. Member of Women's Center advisory board, Academic Staff Titling Committee, Critical Incident Stress Debriefing Team and member of the Enrollment Management Council. Participated in Minority Mentorship program.
- Supervised services for students eligible for veteran benefits, 1988-1994.

1979-1988 Assistant Dean of Students
 University of Florida

Served as a member of the Dean of Students team at an institution of approximately 35,000 students.

- Advised the executive branch of student government, the Student Senate, Student Legal Services and the Activity and Service Fee Advisory Committee, which allocated approximately \$3.6 million annually. Supervised thirteen staff members.
- Developed and coordinated services for students with disabilities including the textbook recording project and specialized computer systems. Supervised one full-time and approximately fifteen part time employees. Served as the compliance officer for section 504 of the Rehabilitation Act of 1973, as amended and coordinated a budget of approximately \$55,000 used for auxiliary aids.
- Advised the Caucus of Women Leaders, Mortar Board, Physically Limited University Students and Students Against Multiple Sclerosis.

- Served as the interim Director of Orientation Programs, April-August, 1983. Supervised a staff of twenty students and the coordinated programs for approximately 4,500 new students and their parents.

PRIOR PROFESSIONAL EXPERIENCE

Prior experience included responsibilities for Women's Center, Affirmative Action and Equal Opportunity and serving as a residence hall director.

PUBLICATIONS

Skorheim, M. (1993). Current issues, In H.A. Belch, (Ed.), A resource manual for middle managers in student affairs: An annotated bibliography. (pp. 31-39). (Available from Tom G. Walter, Gainesville College, Gainesville, GA).

PRESENTATIONS AND CLASSES

Presented numerous individual and collaborative presentations at campus events, regional and state meetings and conferences. Topics include leadership, professional development, program development and a list is available. Coordinated an Arizona NASPA statewide workshop on assessment and one on integrating learner-focused programs.

Served as a Faculty Associate in the College of Education, Educational Leadership and Policy Studies. Developed and/or taught the following undergraduate and graduate courses.

Foundations in Leadership
 Service and Leadership
 Leadership for Leaders
 Leadership in Practice: Student Government
 Program Development in Higher Education
 Special Topics: Introduction to Student Affairs

PROFESSIONAL INVOLVEMENT

ACPA, College Student Educators International – 2006 – Present

National Association of Student Personnel Administrators - Member of the NASPA Center for Women Advisory Board, 2004-current, Co-chair Arizona NASPA 2004 –2006. National Chair for the Women in Student Affairs Network, 1998-2000, Nominated for the Outstanding Performance as a Senior Student Affairs Officer Award for Region IV East, fall 1999, Regional New Professionals Institute Faculty member, 1997, Regional Network Coordinator, 1995-1998, State Representative, 1991-1998; Program Chair for 1995 Region IV-E Conference and Conference Chair for 1996

Minnesota College Personnel Association, 1995-2000

Wisconsin College Personnel Association, 1988-1995

Academic Leadership Academy, American Association of State Colleges and Universities, Fellow (1991-1994). Completed an internship with the Minnesota State Universities funded by the University of Wisconsin System Academic Staff Professional Development Program, 1993-1994

COMMUNITY INVOLVEMENT

Victory Lutheran Church, Foundation Board, President/Vice President, 2004 – current
 St. John's Lutheran Church, Stewardship Committee, 1998-2000

Leadership Oshkosh, Chamber of Commerce, 1990-1991, member of Alumni Association, 1992-1995
Oshkosh Area United Way Volunteer, 1992-1995
State of Wisconsin, Department of Health and Social Services, licensed foster care home, 1992-1995
Winnebago Conflict Resolution Center, Inc., Board of Directors, Vice Chair, 1990-1995
Oshkosh Police Department, Citizens Advisory Committee, 1991-1993
Rotary International-Oshkosh Morning, Charter Member and Secretary, 1991-1993