

JIM SETTLE, PH.D.

SUMMARY

- Ethical leadership focused on success of students, support of colleagues, and commitment to equity and social justice
- Progressive, focused experience leading student affairs, student success, and auxiliary units, including unions, housing, recreation, dining, conduct, career, leadership, success, diversity, and affiliated areas.
- Proven success using progressive management and leadership to encourage achievement, change, and intended outcomes.

EDUCATION

UNIVERSITY OF MISSOURI – ST. LOUIS, St. Louis, Missouri.

Doctor of Philosophy in Higher Education. 2005.

“The Effect of Socioeconomic Status on Year-to-Year Persistence of First-generation and Continuing-generation Students at Two-year and Four-year Institutions: Developing a Conceptual Model”

Recipient of *Dean’s Award for Outstanding Performance as a Doctoral Student*, 2003.

Recipient of Association for Institutional Research Dissertation Fellowship (\$15,000).

Recipient of the *Cameron Fincher Dissertation Proposal of the Year Award* from the Association for Institutional Research.

HARVARD UNIVERSITY, Cambridge, Massachusetts.

Institute for Executive Management. July, 2008.

UNIVERSITY OF MISSOURI – ST. LOUIS, St. Louis, Missouri.

Post-Graduate Certification in Institutional Research. 2006.

NATIONAL SUMMER DATA POLICY INSTITUTE, Potomac, MD.

Graduate, Summer Data Policy Institute. 2004. Institute sponsored by the National Science Foundation, National Center for Education Statistics, and Association for Institutional Research.

Recipient of the *National Center for Educational Statistics Fellowship.*

Recipient of the *Association for Institutional Research Fellowship.*

BOWLING GREEN STATE UNIVERSITY, Bowling Green, Ohio.

Master of Arts in College Student Personnel. 1993.

Recipient of the *Distinguished Service Award.*

PITTSBURG STATE UNIVERSITY, Pittsburg, Kansas.

Bachelor of Science in Biology and Chemistry. 1991.

Recipient of the *Outstanding Senior Award.*

PROFESSIONAL EXPERIENCE

ASSOCIATE DEAN OF STUDENTS, *Wake Forest University*; September, 2019 – Present.

- Primary conduct officer for a campus of 9,000 students, supervision of staff of 2FTE conduct officers, 1 FTE administrative assistant, 2-4 graduate assistants, student workers, departmental budget management.
- Serve on senior leadership team for Dean of Students Office, coordinating conduct operations, care and outreach, student support, and office functions.
- Coordination, with Dean of Students and other Directors, Assistant Deans, and staff to create and sustain a diverse, supportive environment focused on wellbeing, learning, and student success.
- Transition of conduct system to 99% agreement-based system focused on non-legal student learning outcomes, moral and ethical development, and self-accountability.
- Supervision of student peer investigators, advisors, and hearing panelists.
- Collaborative work across campus with faculty, staff, students to revised and update Code of Conduct, implanting the first institution-wide Code for all students.
- Respond as senior dean to campus crisis and emergency issues and concerns
- Serve on Threat Assessment, CARE, and similar teams and groups to support student success.
- Service on dozens of campus committees, task forces, and similar
- Service on Staff Advisory Executive Board as chair of Staff Advisory Council fringe benefits committee

ASSOCIATE VICE CHANCELLOR FOR STUDENT AFFAIRS, *University of North Carolina at Greensboro*; October, 2010 – September, 2019. (Promoted from Assistant Vice Chancellor in 2011).

- Executive management in a large student affairs division, at a research-intensive university with 19,400 students.
- Leadership and management of staff, planning, assessment, operations, and crisis response for divisional operations of \$48M in revenue and student fees and 275 staff; Day-to-Day Supervision of 45.5 FTE, and a revenue/expense expenditure budget of nearly \$28M, including state, auxiliary, grant, and student fee funds. Eight full-time direct reports.
- Leadership for divisional functions related to co-curricular activities and initiatives, including support for the University's strategic planning processes. Responsible for integration of out-of-classroom experiences and classroom experiences through intentional experiences designed to support co-curricular learning, including service learning, community engagement, and similar.
- Development of retention-based framework to integrate curricular and co-curricular experiences to support personal and academic success.
- Service as final appeals officer for a variety of conduct, policy, and procedural concerns, including fraternity and sorority suspension / expulsion, housing residency and deposit appeals, and all student organization registration, conduct, disciplinary, and behavioral concerns.
- Leadership in facility renovation and construction, participation in campus planning and development for a wide variety of campus-wide projects, including University Master Plan (10, 20, and 50 year); campus expansions of more than \$200M with 1,500 residence hall beds, mixed-use retail, police station, and living-learning communities; design and construction of \$91M new student recreation center with 225,000 square feet.
- Creation of divisional efforts to increase student retention and reduce attrition. Strong collaborative partnerships with Enrollment Management and Academic Affairs to support retention and persistence.
- Strong advocate for students through comprehensive and ongoing efforts to determine student needs and satisfaction.
- Serve as student advocate in institutional governance systems, including advising of undergraduate and graduate student government. Major administrative advisor to both student government systems.
- Responsible for policy, planning, assessment, budget, supervision, and personnel for Office of Multicultural Affairs, Career Services Center, Campus Activities and Programs, Fraternity and Sorority Life, Leadership Programs and Development, Office of Leadership and Service Learning, LGBT Programs, University Reservations, and University Center.
- Collaborative work with divisions, Deans, Offices, and others to support development of campus life and retention initiatives.
- Service on more than three dozen University-wide committees and task forces, including those focused on advising, retention, crisis response, accreditation, quality improvement, living-learning communities, technology, assessment, and many more.

VICE PRESIDENT FOR STUDENT AFFAIRS, *Shawnee State University*; February, 2007 – October, 2010.

- The University's chief student affairs officer, reporting directly to the President of the University.
- Executive leadership, organization, coordination, and visioning for a comprehensive range of student affairs functions of a regional, comprehensive institution of 4,500 students.
- Supervision of 43 FTE; 12 direct reports, and \$7.8M expenditure budget. Management of additional \$1.2M in grant-funded programs.
- Extensive work with minority student populations, including the socio-economic challenges of the Appalachian region, first-generation college students, and academically challenged students at a comprehensive, regional institution committed to open enrollment.
- Senior student affairs executive with responsibilities for a comprehensive student affairs program, including student life, judicial affairs, student organizations and activities, grant-funded programs (federal and state), housing and residential life, career services, unions, multicultural student services, counseling, health services, academic assistance programs, and similar.
- Motivation, supervision, and management of all student affairs components, including athletics, psychological services, campus recreation, housing and residence life, student activities, student governance and

leadership, grant programs (federal and state), Title III programs, health services, career services, minority student affairs, Greek life, and others.

- Chief student advocate, providing advice and counsel to various individual students, student organizations, and student leadership.
- Ensure student perspectives are considered in university-wide governance issues.
- Represent students and student interests to governance groups, including faculty, staff, and external groups
- Collaborative work with University President and Cabinet to develop and implement university plans, goals, and objectives.
- Represent the University President and University to local, state, regional, and national interests.
- Coordination of auxiliary services meeting student needs, including dining services and housing.

DIRECTOR OF RESIDENCE LIFE, *Department of Residence Life*; Texas State University. July, 2003 – February, 2007.

- Administrative leadership for total operation of program, facilities, finances, and services of a comprehensive residential housing operation with more than 40 buildings, housing nearly 7,000 students in traditional residence halls, privatized housing, and apartment-style housing, at a doctoral institution of 28,500 students.
 - 125 departmental FTE; 8 direct reports; \$23M Revenue, \$20M Expenses.
- Leadership of approximately 150 full-time staff, including three Associate Directors, Business Manager, business staff, professional, student, graduate, support, craft, maintenance, and custodial staff in a department of 300+ total employees.
- Complete budget management and authority for approximately \$60 million of revenue and expense in an auxiliary enterprise environment, including profit / loss model analysis.
- Increased endowment and quasi-endowment funds for Residence Life by \$8M over three years
- Managed complete review of financial systems and policies to ensure highest levels of accountability and appropriate internal controls
- Implemented new practices for construction and renovation, yielding significant change to facilities and higher satisfaction from students and parents
- Coordination, with other university offices and departments, of the university's contracted food service including renovation planning, equipment replacement, residential dining, catering sales and services, retail sales and pricing, convenience marketing and sales.
- Facilitated student involvement with two major renovations to residence halls, guided by University and System standards, with strong input from students
- Meet weekly with dining services contract management to discuss financial goals, food quality, and service concerns
- Management of privatized housing agreements for traditional housing and apartment housing, including financing, construction, and operation of privatized housing. Managed transition from privatized housing to on-campus housing of three buildings with total student capacity of 1,220.
- Guided creation of freshman interest groups, including collaborative work with faculty.
- Member of core planning group for a comprehensive campus master plan project with 5-year, 10-year, 15-year, and 20-year plans
- One of four project sponsors managing campus-wide group selecting new student information system
- Strong focus on retention initiatives for new students, particularly first-generation and minority students.
- Developed and met specific grade point average and retention goals for students living in residence halls, including
- Active participant in Student Affairs division management, working collaboratively with other Student Affairs directors to set policy and management for the division.

DIRECTOR OF RESIDENCE LIFE, *Office of Residence Life*; Southeast Missouri State University. February, 1999 – July, 2003 (Interim Director, February, 1999 – November, 1999).

- Fiscal, operational, and management responsibility for 2,800 student residence hall system, including facilities, staff and student development, and summer conferences
- Responsible for all aspects of the selection, supervision, and evaluation of 11 full-time professional staff, including Central Office and Hall Director personnel, 3 full-time support staff, 3 Graduate Assistants, 77 paraprofessional Community Advisors, and more than 100 other student employees
- Complete budget responsibility for more than \$26 million in revenues and expenses.
- Management of more than 400,000 sq. ft. of residential facilities with a replacement value of \$192 million

- Leadership, direction, and management of a diverse residential program focused on the creation and retention of successful students through support for academic, personal, and social development

ASSOCIATE DIRECTOR OF RESIDENCE LIFE, *Office of Residence Life*; Southeast Missouri State University. August, 1998 – November, 1999.

- Supervision and evaluation of 1 full-time Area Coordinator, 1 full-time Coordinator of Desk Operations, 4 full-time Hall Directors, and 3 Graduate Hall Directors

ASSISTANT DIRECTOR, RESIDENTIAL PROGRAMS, *Residential Life Office*; Tufts University. July, 1995 – August, 1998.

- Responsible for all programming efforts in residential facilities including 38 buildings and 3,300 students
- Assist 10 Resident Proctors and 72 Resident Assistants with the design, coordination, and presentation of floor-specific, building-wide, and University-wide programs
- Develop clear expectations for all residential staff members including 10 Resident Proctors, evaluate programming efforts, and provide constructive feedback
- Directly responsible for all aspects of programming budget (\$75,000) and indirectly responsible for Residential Life Office budget (\$500,000)

AREA DIRECTOR, GORHAM CAMPUS, *Resident Student Services*; University of Southern Maine. June, 1993 – July, 1995.

- Responsible for the daily residence education and supervision operations of the 8-building residence hall system of 1,000 students, including conduct, hall council, staff selection and training, and staff evaluation.
- Direct supervision of 2 full-time professional staff members; supervisory responsibility for 23 student Resident Assistants and 150 part-time student employees
- Serve on central office supervision and decision-making team

INSTRUCTIONAL EXPERIENCE (SELECTED)

ADJUNCT GRADUATE PROFESSOR, *School of Education*, The University of North Carolina at Greensboro. 2011-Present.

Taught sections in master's and doctoral programs. Participation on dissertation committees for doctoral candidates. Guest lecturer in more than a dozen different courses for media relations, critical incident response, professionalism, political acumen in student affairs, and other topics.

ADJUNCT PROFESSOR, Shawnee State University. 2007-2011.

Taught two sections per year of senior seminar capstone course.

ADJUNCT GRADUATE FACULTY, *Graduate School of Education*, University of Texas – Austin. 2005-2007.

Taught four sections of "Social and Cultural Context of Education" in doctoral program designed to provide higher education, superintendent, and community college program doctoral students with foundational understandings of social and cultural variables in the educational enterprise. Assisted with dissertation committees, served as advisor to doctoral candidates. Received superior evaluations from students, including several requests to chair or serve as a member of dissertation committees.

LECTURER, College of Education; Texas State University. Fall, 2005.

Taught three credit hour course, "University Seminar," designed to provide a basic understanding of the history of the University, acclimation to the University, and current topics.

INSTRUCTOR, College of Education; Southeast Missouri State University. Fall, 1998 and Spring, 1999.

Taught three credit hour courses, "Helping Skills for the Community Advisor," designed to provide a basic understanding of the history, theories, and practices of student development in the residence hall environment.

INSTRUCTOR, Center for Academic Options, College of Arts and Sciences; Bowling Green State University. Fall, 1992.

Taught three credit hour course, "Career and Life Planning" utilizing a wide variety of career and psychosocial theories

SELECTED PUBLICATIONS

- Somers, P., Settle, J., Keene, B., & McCluskey, (2006). Towards a theory of choice for community college students. *Community College Journal of Research and Practice*. 30(1), 53-67.
- Somers, P., Bauer, J., Haines, K., Keene, B., Pfeiffer, M., McCluskey, J., Settle, J., & Sparks, B. (2006). Towards a theory of choice for community college students. *Community College Journal of Research and Practice*, 30, 53-67.
- Somers, P., Settle, J. (2008). Helicopter parents: An Exploratory Study. *NASPA Journal* (in submission).
- Settle, J. (2006). Online communities & resident safety. *Residence Life Communicator*. Swank Media Publications: St. Louis, MO.
- Somers, P., Mackin, K., Rullman, L. J., Zacharias, A., Settle, J., & Brune, M. (2003, November). *99 kegs of beer on the wall: Hollywood depictions of college life*. Paper presented at the Association for the Study of Higher Education Conference, Portland, OR.
- Somers, P., Bain, D., Baumgart, G., Brune, M., Dawkins, L., Elliott, J., et al. (2003, March). *Freeze frame: Images of students, faculty, and administrators in college flicks*. Paper presented at National Association of Student Personnel Administrators Annual Conference, St. Louis, MO.

SELECTED PRESENTATIONS

NATIONAL PRESENTATIONS

- More than 20 national presentations on Helicopter Parents, including television appearances on “Good Morning America” and publication in social media magazines (“O”)
- Leading in the AVP or “Number Two” role
- Salary Negotiating for Student Affairs Professionals

ASSOCIATION FOR INSTITUTIONAL RESEARCH

- AIR Grant Paper Presentation

NASPA NATIONAL CONFERENCES

- “The Interim Role: Lessons Learned in Leadership, Professional Development, and Career Advancement”
- “Freaks, Geeks, and Jocks: A Qualitative Review of College Life in Popular Movies”
- “Blurring Our Boundaries: Creating Partnerships with Campus Ministries”
- “The Double-Edged Sword – Integrating Campus Ministries with Campus Life”
- “Generation X – So What’s the Deal with That?”

NASPA NATIONAL TELECONFERENCE.

- Presentation materials from national conference and additional materials included in resource packet for national teleconference on Generation X

HONORS, ACTIVITIES, COMMUNITY SERVICE

VICE-CHAIRMAN, Triad Pride Men’s Chorus Board of Directors; 2011 – 2018.

GRADUATE, Leadership Greensboro; 2014.

GRADUATE, Experience Greensboro; 2012.

MEMBER, Rotary of Portsmouth; 2007 – 2010. Various community service activities, committees.

MEMBER, Board of Directors, American Red Cross Ohio River Valley Chapter. September, 2007 – 2010.

GRADUATE, Leadership Portsmouth Class of 2008.

CHAIRMAN, Board of Directors, Alamo City Men’s Chorale. June, 2006 – June, 2007.

MEMBER, City of San Marcos Beautification Commission. May, 2006 – July, 2007.

RECIPIENT, Dean’s Award for Outstanding Performance as a Doctoral Student. University of Missouri – St. Louis, May, 2003

WINNER, Association for Institutional Research Dissertation Fellowship Award. \$15,000 fellowship. April, 2003

WINNER, Cameron Fincher National Dissertation Proposal of the Year, Association for Institutional Research. 2003.

GRADUATE, Leadership Cape Girardeau Class of 1999. August, 1999

WINNER, 1993 Distinguished Service Award, Bowling Green State University