

# Dr. Andrea M. Weber

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## Education

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### **Doctor of Education (Ed.D.), Educational Leadership & Policy Analysis**

*University of Missouri- Columbia      Columbia, MO      December 2016*

### **Master of Arts, College Student Personnel**

*Bowling Green State University      Bowling Green, OH      May 2005*

### **Bachelor of Science, Human Resource Development**

*Oakland University      Rochester, MI      May 2000*

- Concentration in Training and Design

## Relevant Experience

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### **Assistant Dean of Students & Director of Student Conduct, Dean of Students Office**

*Missouri State University      Springfield, MO      January 2015 – present*

- Title change in August 2018 from Director of Student Conduct to Assistant Dean of Students & Director of Student Conduct
- Serve in the absence of the Dean of Students including chairing the Behavioral Intervention Team (BIT)
- Investigate alleged violations of the *Code of Student Rights and Responsibilities* and the *Fraternity and Sorority Life Governance Statement*
- Provide on-call support to housing and safety staff and respond by notifying parents and emergency contacts of student hospitalizations and emergencies,
- Provide interventions when issues of student mental illness and mental health emergencies are either apparent or referrals are received by campus community
- Adjudicate individual and student organization conduct violations including Title IX violations
- Communicate with parents (within FERPA guidelines) regarding student conduct concerns
- Oversee and monitor both Office of Student Conduct operating and alcohol and other drug budget
- Supervise one graduate assistant, one practicum student, one full-time staff member, and one full-time administrative assistant
- Act and respond as an appellate officer to lower level conduct cases
- Serve as an advisor to student conduct hearing panels, Fraternity and Sorority Life judicial boards, and Student Government judicial board
- Facilitate conduct training and educational sessions for residence life staff
- Train and recruit faculty, staff, and students for the University Hearing Board
- Counsel and provide resources and referrals to students in distress (mental health concerns and emergencies)
- Oversee assessment projects sponsored by the Office of Student Conduct in conjunction with the Student Affairs & Higher Education Graduate Program
- Train university community members and West Plains (MSU system campus) staff on Maxient
- Produce end of year annual report on conduct statistics
- Attend and support the Tuition Refund Committee, hosted by the Registrar's Office
- Ensure compliance with FERPA for all student conduct records
- Advise the Student Affairs in Higher Education Graduate Association (SAHE)
- Serve on the Safety Matters committee, Bears for a Just Community committee, IMPACT Summit, and Planning and Assessment committees

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## **Interim Coordinator of Student Conduct, Dean of Students Office**

*Missouri State University*

*Springfield, MO*

*July 2014– December 2014*

- Adjudicated individual and organization conduct violations
- Facilitated training sessions for residence life professional staff members and resident assistants
- Supervised one graduate assistant and one full-time administrative assistant
- Coordinated transition from homegrown conduct database to Maxient conduct database
- Served on the Behavioral Intervention Team (BIT), Safety Matters, Sexual Assault Response Team (SART), Safety Matters, and Underage Drinking Task Force – Higher Education committee
- Educated Behavioral Intervention Team (BIT) and public safety staff on Maxient utilization
- Oversaw and monitored Office of Student Conduct operating and alcohol and other drug budget
- Trained hall staff on utilization of Maxient software, conduct process, and effective conduct practices
- Presented informational conduct sessions for families during orientation

## **Assistant Director of Student Engagement for Fraternity & Sorority Life, Office of Student Engagement**

*Missouri State University*

*Springfield, MO*

*July 2008 – July 2014*

- Promoted a positive profile of the Fraternity and Sorority system by providing overall supervision and coordination of the recognized fraternities (21) and sororities (11) on campus.
- Served as primary contact for 2500 students involved in fraternities and sororities
- Addressed Fraternity and Sorority conduct matters as necessary, including advising the Fraternity and Sorority Standards Board, assisting the Student Conduct Office, reviewing the Fraternity and Sorority Life Governance Statement, and communicating with the police substation
- Provided on-call service and respond to crises and emergencies within the Fraternity and Sorority community
- Created and presented educational programming for chapter members covering topics including recruitment, alcohol education, crisis management, self-governance, decision making, and learning styles
- Managed financial resources, within budget limits, in accordance with university guidelines by planning, developing, and monitoring a departmental budget of \$60,000.00. In addition, oversaw eight student governing board finances totaling \$80,000.00
- Supervised two graduate assistants, one practicum graduate student, and two student workers
- Provided positive guidance and mentoring for student members of Greek- lettered organizations by assisting in the selection and orientation of faculty advisors
- Developed a cooperative relationship with alumni advisors and general headquarters representative by working with them on chapter matters

## **Greek Life Coordinator, Office of Fraternity and Sorority Affairs**

*Lehigh University*

*Bethlehem, PA*

*July 2005 – June 2008*

- Adjudicated Greek organization and individual conduct issues
- Served as one of eight Dean of Students' Sexual Assault Advocates
- Designed and presented educational programming for chapter members covering topics including multiculturalism, recruitment, alcohol education, crisis management, fire safety, and learning styles
- Partnered with students to create scholarship, leadership, community service, membership education, and alumni relations strategic plans in compliance with newly created accreditation document
- Advised six fraternities (one National Pan-Hellenic Council (NPHC) fraternity) and three sororities, on a campus which recognizes 29 groups, on all issues regarding the daily and long-term operations
- Assisted with regular inspections of health and safety, maintenance, and facility issues in Greek living areas
- Coordinated Panhellenic formal recruitment for eight women's chapters and Interfraternity Council recruitment for 19 men's chapters
- Worked with both Panhellenic and Interfraternity Councils' education chairs to provide membership development and community programming for both new and chapter members
- Advised Order of Omega honorary society, Junior Panhellenic, Greek Week, Panhellenic Judicial Board, and Interfraternity Judicial Board
- Created, designed, and co-facilitated a four-week new member education program

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## **Graduate Advisor, National Pan-Hellenic Council/ Greek Independent Board, Office of Residence Life**

*Bowling Green State University*

*Bowling Green, OH*

*August 2003-May 2005*

- Taught Viewpoints; the university sanctioned alcohol course for student conduct violations
- Co-taught a Seminar in Residence Life course for leaders in Greek, Student, and Residence Hall organizations
- Advised National Pan-Hellenic Council, Greek Independent Board, and Order of Omega
- Co-planned and co-facilitated the annual “Presidents and Council Executive Board” retreat
- Attended NPHC late night events and arranged late night events meetings twice each semester

## **Fraternity House Staff, Office of Residence Life**

*Bowling Green State University*

*Bowling Green, OH*

*August 2003 – May 2005*

- Oversaw the operations of a fraternity house for 38 men
- Served as a member of the on-call duty rotation
- Enforced the Community Living Standards of Bowling Green State University
- Worked to create and maintain a community that fosters brotherhood and education

## **Area Coordinator/Coordinator for Greek Life, Division of Student Affairs**

*Adrian College*

*Adrian, MI*

*July 2001-July 2003*

- Participated in the College’s judicial system by addressing policy violations of college policy by area and other residents (includes conducting hearings and advising staff)
- Taught AlcoholEdu; the college sanctioned alcohol course for students who were responsible for alcohol violations
- Co-facilitated PACE, an extended orientation course, which assists first-year students in making a positive transition to higher education
- Supervised, trained, and evaluated one Resident Director, four Resident Assistants, and seven Greek Assistants in assigned residence halls and Greek living areas
- Conducted weekly staff meeting with Resident Director, Resident Assistants, and Greek Assistants
- Participated in rotating professional staff On-Call emergency system for entire campus
- Performed crisis intervention, mediation, and personal counseling for residents and made referrals as appropriate
- Facilitated workshops around the topics of residence hall policies and procedures, risk management, alcohol management, and emergency procedures
- Advised Panhellenic Council, Interfraternity Council, Order of Omega, Rho Lambda, and Greeks Advocating the Mature Management of Alcohol (GAMMA)

## **Educational Leadership Consultant, Member Services Department**

*Alpha Delta Pi*

*Atlanta, Georgia*

*July 2000-July 2001*

- Designed financial management plans for student groups ranging from 15 to 150 members with budgets ranging from \$10,000 to \$400,000 annually including assisting student leaders in evaluating revenue streams
- Traveled independently to 24 colleges and universities in 11 states and one Canadian Province
- Collaborated with college and university administrative officials in the areas of leadership development, university policy regulations, and educational program development
- Coordinated regional leadership workshop in Los Angeles, California and one international convention in Atlanta, Georgia, each event with over 500 participants in attendance
- Developed individualized membership recruitment programs for 24 collegiate student groups
- Served as an advisor, motivator, and mentor to college students and as a liaison to volunteer alumnae officials
- Recruited future candidates for the Educational Leadership Consultant program
- Completed and distributed 10–15-page written evaluations to volunteer supervisors for each collegiate consultation visit

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## Additional Academic Experience

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### **Doctoral Committee, University of Missouri, Lindenwood University & College of Saint Mary**

*Doctoral Committee Member*

*2018 – present*

- Met regularly with Doctoral Candidate on research topic
- Proof-read dissertation materials

### **Instructor, University of Missouri –Columbia & Missouri State University**

*Qualitative Research Tools and Educational Leadership Inquiry II, University of Missouri Educational Leadership and Policy Analysis Cooperative Program,*

*Spring semester 2018*

- Co-developed syllabus with instructional team
- Co-developed & co-facilitated weekly curriculum with co-instructor
- Provided feedback (verbal and written) to 20 doctoral level students

### **Per Course Faculty Member, Missouri State University – Student Affairs & Higher Education**

*Student Affairs in Higher Education Graduate Program*

*2017 - present*

- Develop syllabus & curriculum which includes learning outcomes, assignments, and expectations
- Assist with the program review process
- *Courses:* Practicum Supervision and Assessment & Evaluation in Student Affairs

### **Missouri State University, Instructor**

*GEP 101: First Year Foundations*

*2010 – 2016*

- Developed curriculum for 35 class sessions centered around Missouri State University's Public Affairs mission and general education requirements
- Assisted in transition to college life by facilitating class discussions and activities, conducting one-on-one meetings, and providing academic success skills to help students achieve their educational and life goals
- Mentored upper class student who serves as a Peer Leader to course throughout the semester

### **Lehigh University, Instructor**

*New Member Tracks*

*2005-2007*

- Developed curriculum for New Member Tracks
- Facilitated curriculum for both New Member Tracks and PEER Leadership

### **Bowling Green State University, Instructor**

*UNIV 310: Seminar in Residence Life/ Greek Leadership Course,*

*2004-2005*

*UNIV 131: Career Planning,*

*2005*

- Served as an Instructor for the Career Planning Course
- Served as a co-Instructor for the Seminar in Residence Life/ Greek Leadership Course
- Developed curriculum for course

### **Adrian College, Instructor**

*PACE*

*2002*

- Served as an Instructor to 35 first year students
- Developed curriculum for class sessions centered around the first-year experience
- Assisted in transition to college life by facilitating class discussions and activities, conducting one-on-one meetings, and providing academic success skills to help students achieve their educational and life goals

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## University Service

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- **Committee Member**, *Project Heal*, 2018 - present
- **Search Chair, Director**, *Disability Resource Center*, 2016
- **Search Chair, Associate Director**, *Office of Student Engagement*, 2015
- **Quality Initiative Project Evaluator**, *Assessment Office*, 2013 - 2014
- **University Hearing Officer**, *Student Conduct Office*, 2013 – 2014
- **Chair**, Staff Senate, 2013- 2014
- **Chair- Elect**, Staff Senate, 2012- 2013
- **Denim Day Staff Philanthropy Chair**, Staff Senate, 2011- 2015
- **University Staff Ambassador**, 2011 – 2012
- **Director of Staff Relations**, Staff Senate, 2011- 2012
- **Senator**, Staff Senate, 2010 - 2011

## Professional Involvement

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### Alpha Delta Pi Sorority

- Panhellenic Relations Director, 2017 – present
- Bylaws/ Resolutions Committee Member, 2019 - present

### American College Personnel Association (ACPA)

- Program Reviewer, 2008 – 2013
- Standing Committee for LGBTQA Awards Judge, 2009

### Association of Fraternity Advisors (AFA)

- Diversity Issues Committee, 2002- 2003
- Area Coordinator-Michigan and Canada Areas, 2002- 2003
- Graduate Track Committee, 2003- 2004
- Risk Management Committee, 2003- 2004
- Student Development Committee, 2004–2005
- Graduate Student Experiences Committee, 2005- 2006
- On-site Arrangements Chair, Annual Meeting, 2006- 2007
- Educational Programs Coordinator, Annual Meeting, 2007- 2008
- Incoming 2010 Annual Meeting Chair, Annual Meeting, 2008- 2009
- 2010 Annual Meeting Chair, Annual Meeting, 2009-2010
- Awards Committee, 2010 - 2011
- First 90 Days Coach, 2010 – 2011
- First 90 Days Committee, 2011- 2012

### Association of Fraternal Leadership and Values (AFLV)

- Connections Editorial Board, 2018- 2020
- Awards Judge, 2011, 2009

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## Association of Student Conduct Administrators

- Program Reviewer, *2015 – 2017*
- Case Study Coordinator, Annual Conference, *2017*
- Connections Chair, Annual Conference, *2018*
- Programming Chair, Annual Conference, *2019*
- Assistant Conference Chair, Annual Conference, *2020*
- 2021 Conference Chair, Annual Conference, *2021*

## Heartland Drive-in Conference for Fraternity and Sorority Advisors

- Coordinating Committee, *2012 – 2015*
- Coordinating Chair, *2014 – 2015*

## NASPA

- Fraternity and Sorority Life Chapter Disciplinary Process Working Group, *2020*

## National Panhellenic Conference (NPC)

- Release Figure Specialist (RFM), *2012- 2015*
- Foundation Scholarship Reviewer, *2019 – present*
- Risk Management Pilot Committee, *2021*

## Sigma Tau Gamma Fraternity

- Dean, Earl R. Webb Leadership Academy, *2013- 2014*

## Certifications

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- **Master Advisor**, *Academic Advisement Center, 2012 - present*
- **Green Dot Facilitator**, *Green Dot, 2015 - present*
- **Title IX Investigator Level II Training**, *ATIXA, 2015*

## Database Management

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- **ICS**, *Sorority Recruitment Management System, 2005 - present*
- **Maxient**, *Student Conduct Management System, 2014 – present*

## Awards

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- **Gregory R. Marrs Greek Excellence Award**, Oakland University, *1998*
- **Dorothy Shaw Greek Leadership Award**, Alpha Delta Pi, *2000*
- **Greek Lifetime Achievement Award**, Oakland University, *2000*
- **Mary Ann Mikitka Service to Panhellenic Award**, Lehigh University, *2006*
- **Advisor of the Year**, Villanova University, *2007*
- **Outstanding Organization Advisor of the Year**, Missouri State University, *2010*
- **Outstanding Fraternity/Sorority Advisor**, Alpha Sigma Alpha, *2010*
- **Greek Advisor of the Year**, Sigma Nu, *2012*

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## Professional Memberships

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- **Association of Fraternity & Sorority Advisors, 2001 – 2014**
- **American College Personnel Association, 2004- 2019**
- **Association of Student Conduct Administrators, 2014 – present**
- **Student Affairs Administrators in Higher Education (NASPA), 2019- present**

## Publications

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- **Fraternity/ Sorority Advisors: An Affiliated Perspective.** *AFA Essentials, Co-written with Colleen Pace, February 2014*
- **18 Save-Your-Life Strategies to Turn your Dreams into Plans.** *AFLV Connections Online Magazine, Co-written with Andrea Battaglia and Andrea Starks-Corbin, July 2018*

## Community Involvement

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- **Volunteer Coordinator,** Isabel's House Oscar Night America, 2011-2012
- **Arrangements Co-Chair,** Springfield Area Junior League, 2012- 2013
- **Fun Night Committee,** Wanda Gray Elementary PTA, 2017 - present
- **Homeroom Parent,** Wanda Gray Elementary School, 2018 - present
- **Kickback Chair,** Wanda Gray Elementary School PTA, 2019 – present
- **PTA Treasurer,** Wanda Gray Elementary School PTA, 2021 – present
- **Board Member,** Sporting Springfield Soccer, 2021 - present

## Presentations

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### **Alpha Delta Pi**

*IMPACT Cluster Facilitator, 2010*

*Panhellenic Delegate track, 2018 – present*

*Talk about it Tuesday: Stop the Hazing, 2020*

### **Association of Fraternity and Sorority Advisors**

*Pledged: The Secret Life of Sorority Women, 2004*

*Welcome to Facebook! You have 45,320,094,309 friends, 2005*

*Big Men on Campus: Applying the Lessons of the Duke Lacrosse Case, 2006*

*Theory to Practice, 2006*

*Job Searching 101: Graduate Students, 2007 – 2010*

### **Association of Student Judicial Affairs Conference**

*Judicial and Greek Professionals: Looking to the past to collaborate for the future, 2008*

### **Association of Student Conduct Administration**

*The Language of Fraternity and Sorority Life, 2018*

### **Beta Theta Pi Fraternity**

*Men of Principle Cluster Facilitator, 2006*

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*Presidents' Academy, Recruitment Mechanics, 2007*

*Presidents' Academy, Vice President Mechanics, 2009 - 2010*

## **Delta Sigma Phi**

*LEAD Small Group Facilitator, Risk Management Track, 2021*

## **Delta Zeta Sorority**

*Girl Power! It's just not a Spice Girls Thing, 2007*

*I have to work with whom?, 2007*

## **Hamilton College**

*IMPACT Cluster Facilitator, 2003*

## **Missouri State University**

*Keynote speaker, Student Affairs in Higher Education Masters' Program Hooding Ceremony, 2016*

*Keynote speaker, TRIO Celebration Luncheon, 2017*

## **Northeast Greek Leadership Conference**

*Current Issues in Greek Life, 2006*

*Oh my gosh! We recruited Paris Hilton! 2007*

*Girl Power! It's just not a Spice Girls Thing, 2007*

*Take a Stand! Confronting seniors and alums, 2007*

## **Undergraduate Interfraternity Institute**

*Cluster Facilitator, 2005*

## **References**

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Available upon request