

Ana M. Rossetti

EDUCATION

M.Ed. in Higher Education Administration **Degree earned 2010**
Loyola University Chicago, Chicago, IL

B.A. in International Affairs and Anthropology (double major) **Degree earned 2002**
Minor: Italian Language and Literature
George Washington University, Washington, D.C.

PROFESSIONAL EXPERIENCE

Assistant Dean, Student and Alumni Affairs, Jun. 2013 – Present
Stuart School of Business, Illinois Institute of Technology, Chicago, IL: The business school within a private, STEM-focused, research university serving 8,000 undergraduate and graduate students.

Portfolio: Student recruitment, Office of Academic Advising, Career Management Center, two co-curricular programs (workplace readiness and English language development), industry engagement events, and alumni affairs. Ombudsperson for student grievances.

- Key role in the implementation of new initiatives including new academic programs, corporate partnerships, and the implementation of Stuart's strategic plan
- Responsible for enrollment strategy and oversight of recruitment initiatives
- Responsible for creating an integrated enriching experience for undergraduate and graduate business students from admit to alumni
- Provide leadership for assessment and continuous improvement of the Advancing Career and Education program, a two-course workplace readiness seminar required for graduation
- Oversee new student orientation, commencement, and industry engagement events
- Designed, implemented, and administer new student grievance policy and procedure
- Hire, train, supervise, and develop a diverse staff of eight full-time professionals in a collaborative, cross-functional team environment
- Manage \$875,000 for salary, operations, and programming

Director, Division of Student Affairs, Nov. 2010 - Jun. 2013

Portfolio: Offices of Student Engagement and Leadership, Academic Advising, and the Career Management Center.

Significant Accomplishments in the Role:

- Provided leadership for the implementation and enhancement of the Advancing Career and Education program, including curriculum development, assessment, instructor development, and teaching; newly implemented evaluation process showed 80% student satisfaction
- Led design and implementation of new academic advising service model resulting in greater efficiency and increased student access to advising appointments; 93% student satisfaction
- Initiated the implementation and design of pre-arrival online orientation modules for incoming students resulting in a shift to more substantive interactions on students' arrival to campus; 96% of students reported this resource was helpful

- Increased student engagement by facilitating greater access to funds for external professional development activities, programs, and conference travel; increased from ~12/yr to ~200/yr
- Taught SSB 510 and SSB 511 courses; 4.88/5.0 overall instructor evaluation
- Hired, trained, supervised, and developed a diverse growing staff of six to collaborate effectively in an environment demanding cross-functional integration
- Managed budget of \$775,000

Vice President of Operations and Student Support Services, Jan. 2010 – Dec. 2010

Assistant Vice President of Enrollment Systems and Services, Oct. 2008 – Dec. 2009

American College of Education, Chicago, IL: A private graduate school of education dedicated to providing affordable online degree programs to in-career K-12 educators.

Primary Responsibilities: Admission, registration, and academic records departments. Led the activities of several multi-location student-facing departments including student services, academic support, and student accounts. to meet the needs of a new cohort of 300 online learners across the U.S. every 8 weeks.

Significant Accomplishments in the Role:

- Collaborated with faculty and senior administrators to formulate student-centered and regulatory-compliant institutional policies and procedures
- Developed and implemented effective scalable processes that increased quality and efficiency of operations and students' experience
- Supervised, trained, and developed a diverse full and part-time staff to create an integrated cross-functional team
- Collaborated with the Provost to manage department budgets

Registrar and Associate Director of Student Services, Dec. 2006 – Sep. 2008

Registrar, Apr. 2005 – Dec. 2006

The Chicago School of Professional Psychology, Chicago, IL: A private not-for-profit graduate school offering degree programs in psychology and related behavioral sciences.

Summary: Directed academic records management and student services systems and policies for two campuses, one online campus, and a satellite site while student enrollment grew from 800 to 3,000 in three years.

Primary Responsibilities:

- Responsible for institutional enrollment reporting, tracked and interpreted retention, academic performance, and graduation data
- Administered online course registration, grade submission, the academic calendar, degree conferral, and the commencement ceremony
- Responsible for international student orientation, advising, programming, and documentation
- Responsible for disability accommodations and services
- Participated in and contributed to regulatory site visits by the Higher Learning Commission and the American Psychological Association
- Supervised two full-time student services advisors and a team of part-time student assistants

Registrar, Aug. 2003 – Apr. 2005

Westwood College – Chicago Loop Campus, Chicago, IL: The first urban campus of a national multi-campus system focused on career-oriented programs.

- Established academic records policies and procedures for a newly launched campus
- Advised and registered students into classes, ensuring appropriate course sequencing, satisfactory academic progress monitoring, and completion of graduation requirements
- Produced reports for internal administration and external regulatory agencies on satisfactory academic progress, attrition, and graduation
- Worked regularly with the admissions and financial aid departments to manage incoming student enrollment and advising
- Served as the primary designated school official for international student services and manager of veterans' educational benefits

Special Assistant, Jul. 2002 – Aug. 2003

Argosy University – Central Office, Chicago, IL: The central administrative offices of a nationwide system of campuses offering graduate programs in a variety of industry-oriented fields.

Summary: Provided project support to the Vice President for Administration and the Vice President for Academic Affairs of a university system with 13 campuses nationwide.

- Assisted in the writing and compilation of the Self Study report for the Higher Learning Commission of the North Central Association and the planning and execution of the review team's campus site visits to 13 campuses
- Instrumental in planning the 2003 Argosy University Academic Council, a national faculty conference

SELECTED PUBLICATIONS AND PRESENTATIONS

Lewis, C. & Rossetti, A. M. (2013, Winter). Professional school approaches to student services. *Leadership Exchange*, 18-19.

Your international student toolkit. Juried presentation at the 2012 NASPA: National Association of Student Personnel Administrators Region IV-East Regional Conference, Madison, WI.

Weiss, S., Rossetti, A. M., & Pecoraro, L. A. (2012, September/October). Preparing International Students for Success. *BizEd Magazine*, 40-45.

Finding your inner educator to inspire connections with faculty. Juried presentation at the 2011 NASPA: National Association of Student Personnel Administrators Region IV-East Regional Conference, Evanston, IL.

Dugan, J. P., Rossetti Morosini, A. M., & Beazley, M. R. (2011). Cultural transferability of socially responsible leadership. *Journal of College Student Development*, 52(4), 456-474.

International student programs: How to expand learning and networking opportunities. Panel presentation at the 2011 MBA Career Services Council Annual Conference, Keystone, CO.

Rossetti, A. M., Beazley, M. R., & Dugan, J. P. *Cultural transferability of socially responsible leadership*. Research paper presented at the 2010 ACPA: College Student Educators International Annual Convention, Boston, MA.

Rossetti, A. M., Beazley, M. R., & Dugan, J. P. *Cultural transferability of socially responsible leadership*. Research paper presented at the 2010 NASPA: National Association of Student Personnel Administrators Convention, Chicago, IL.

RESEARCH

Multi-Institutional Study of Leadership, Loyola University Chicago, Chicago, IL

Research Team Member, May 2009 – May 2010

- Co-authored research article in *Journal of College Student Development* (4% acceptance rate)
- Assisted with international, multi-campus research project examining influences of the collegiate environment on leadership development and other critical college outcomes
- Conducted thorough reviews and critiques of the literature with specific attention paid to cultural transferability of socially responsible leadership
- Developed assessment and research skills including question design, basic statistics, interpretation of data, and inference of implications for practice

TEACHING

Loyola University Chicago, anticipated Jan. – May 2016

ELPS 125: Introduction to Leadership Studies

Illinois Institute of Technology—Stuart School of Business, Jan. 2011 – Apr. 2013

SSB 510: Advancing Career and Education I, one section per academic year

SSB 511: Advancing Career and Education II, one section per academic year

Loyola University Chicago, Aug. 2010 – Dec. 2010

ELPS 419: Leadership in Higher Education, co-taught as part of a teaching team

AFFILIATIONS AND HONORS

Regional Knowledge Community Co-Chair, March 2015 – Present

Region IV-East Advisory Board Executive Committee, NASPA: Student Affairs Administrators in Higher Education

Regional Conference Committee Volunteers and Interns Co-Chair, Nov. 2013 – Nov. 2014

NASPA: Student Affairs Administrators in Higher Education Region IV-East Conference Committee

Drive-In Conference Senior Leader Panel and Mentorship Program Chair, Oct. 2012 - Jun. 2013

Women in Student Affairs Knowledge Community, Region IV-East, NASPA: Student Affairs Administrators in Higher Education

Regional Knowledge Community Representative, Jul. 2011 – Mar. 2015

Administrators in Graduate and Professional Student Services Knowledge Community, Region IV-East,
NASPA: Student Affairs Administrators in Higher Education

Outstanding Masters Student Award, Mar. 2010

Standing Committee on Graduate Students and New Professionals, ACPA: College Student Educators
International

LANGUAGE SKILLS AND MULTICULTURAL EXPERIENCE

- Fluent in Spanish and conversant in Italian, Portuguese, and German
- Lived in Venezuela, Brazil, and Italy, studied abroad in Berlin, Germany
- Presented numerous sessions on cross-cultural communication and competence