

Qualification Summary

13+ years of progressively advanced experience in higher education assessment, data analysis, and institutional research. Have served planning bodies ranging from student achievement to financial performance. Have prepared analyses for and presented reports to personnel at all levels of the university, including both faculty and staff units, and to executive officers including President and Provost.

Professional Experience

3/2018- **Director of Institutional Effectiveness**

Present Loyola University New Orleans

Office of Institutional Research & Effectiveness

- » Developed undergraduate and graduate student achievement models, including interactive longitudinal dashboard for first-year retention.
- » Analyzed both internal admissions and national clearinghouse data to identify areas of opportunity based on yield and application patterns.
- » Prepared and monitored summer revenue and enrollment dashboard.
- » Developed comprehensive budget template for new program proposals.
- » Prepared long-run budget forecast model for online program revenue.
- » Revised annual report template for academic and non-academic units to ensure alignment with all relevant SACS accreditation standards.
- » Revised assessment plan (including rubrics) for general education core.
- » Oversaw university-wide assessment, evaluation, and annual reports.
- » Communicated with directors, deans, and department chairs to ensure adequacy of assessment instruments and enhance reporting structures.

8/2015- **Director of Assessment & Program Support**

2/2018 Loyola University New Orleans

Joseph A. Butt, S.J., College of Business

- » Served on undergraduate and graduate faculty curriculum committees.
- » Prepared financial reports for College for comprehensive cost analysis.
- » Oversaw development of Business Analytics major / minor programs.
- » Prepared College quarterly reports for Provost and university board.

8/2008- **Assessment Coordinator**

7/2015 Loyola University New Orleans

Joseph A. Butt, S.J., College of Business

- » Coordinated assurance of learning efforts for continuous improvement.
- » Oversaw completion of reports supporting SACS / AACSB accreditation.
- » Prepared data analyses, environmental scans, benchmarking studies, and other ad hoc reports to support College and University planning.

Educational Preparation

- 2019 **Coursework in Machine Learning [Python] (3 crs.)**
Loyola University New Orleans | Dr. Omar El-Khatib
- 2018 **Coursework in Time Series Econometrics (3 crs.)**
Loyola University New Orleans | Dr. John Levendis
- 2013 **Coursework in Predictive Analytics and Six Sigma (6 crs.)**
Loyola University New Orleans | Prof. Maria J. Sirois
- 2012 **Doctoral Seminar in Structural Equation Modeling (equiv. 3 crs.)**
Louisiana Tech University | Dr. Barry J. Babin
- 2010 **Workshop in Structural Equation Modeling (equiv. 1 cr.)**
University of Maryland | Dr. Gregory R. Hancock
- 2008 **Master of Business Administration (Marketing)**
Loyola University New Orleans
- » Ignatian Award, highest student honor given by the University.
 - » G. Ralph Smith Award, highest student honor given by the College.
- 2006 **Bachelor of Music (Music Industry, Piano), Minor in Economics**
Loyola University New Orleans
- » Graduated Summa Cum Laude with overall GPA of 3.98.

Teaching Experience

- 2011F- **Lecturer in Business Analytics (Adjunct)**
Present Loyola University New Orleans
Joseph A. Butt, S.J., College of Business
- » “Top Gun”, Most Outstanding MBA Faculty (AY 2017 & AY 2020).
 - » Completed faculty training program for online teaching (AY 2018).

Courses Taught (evaluations on request)

- » BUAN B205 – Business Analytics
- » BUAN B305 – Business Decision Modeling
- » BUAN B375 – Management Decision-Making
- » BUAN B601 – Business Statistics
- » BUAN B725 – Managerial Economics & Statistics
- » BUAN B835 – Business Decision Modeling
- » MGT B725 – Quality & Performance Excellence
- » BA B893 – Spreadsheet Applications

Technical & Professional Skills

Data Analysis **Microsoft Excel (highest familiarity—expert level)**

- » Data cleaning, manipulation, lookup, merging.
- » Statistical tables, charts, and data summarization.
- » Complex scenario modeling and sensitivity analysis.
- » VBA programming for macros and custom functions.

STATA (very high familiarity—multiple years practice)

- » Linear, non-linear, and logistic regression modeling.
- » Longitudinal analysis and time series forecasting.
- » Factor analysis and other multivariate analysis.

SPSS (moderate familiarity—infrequent cause for use)

- » Statistical modeling, survey data analysis.
- » Clustering and classification techniques.
- » AMOS module for structural equations.

R / Python (lowest familiarity—functional knowledge)

- » Predictive modeling and machine learning.

Survey Design **Qualtrics (high familiarity—full development & deployment)**

- » Complex survey design with embedded data and survey flow logic.
- » Full implementation including scheduling and report management.

EvaluationKIT (high familiarity—institution-wide implementation)

- » Full implementation of course evaluation system, including roster and schedule integration and management of multiple instruments.

Project Design **Six Sigma DMAIC / DMADV Project Methodology**

- » Design and implementation of performance measurement system for the Jefferson Parish Workforce Connection office with Loyola MBAs.

Other Skills **WebFOCUS business intelligence and analytics**

- » Query-building using SQL-based management and reporting system, including complex multi-table queries and custom report generation.

Microsoft Office (full office suite including Access)

- » Advanced user of all core Microsoft Office products.