

Michelle (Mickie) Metzinger, Ph.D.

2104 Alder St., Leavenworth, KS 66048 | 605-216-1087 | mmetzinger0704@gmail.com

Education

PH.D. HIGHER EDUCATION LEADERSHIP | APRIL 2007 | CAPELLA UNIVERSITY

Dissertation: "Indicators of Academic Success: A Study of Native American Student Retention"

MASTER OF ARTS IN TEACHING | DECEMBER 1999 | NORTHERN STATE UNIVERSITY

BACHELOR OF SCIENCE IN EDUCATION | AUGUST 1994 | NORTHERN STATE UNIVERSITY

Major: Business Education, Office Comprehensive

South Dakota Teaching License: K-12 Computers; 7-12 Business

Vocationally Certified; Endorsements in Computers, Language Arts, and Coaching

Higher Education Experience

UNIVERSITY OF SAINT MARY | LEAVENWORTH, KS | JUNE 2017 TO PRESENT

Institutional Profile: The University of Saint Mary is a private, not-for-profit Catholic institution sponsored by the Sisters of Charity of Leavenworth. Serving approximately 1,500 students, the university offers associate, bachelor's, master's, and doctoral programs grounded in an applied liberal arts foundation, with a strong emphasis on health care and education. The main campus is located in Leavenworth, Kansas, with additional sites in Lenexa, Kansas, three prison education program locations, and fully online offerings. The university employs approximately 150 staff, 90 full-time faculty, and 100 adjunct instructors.

PROVOST/VICE PRESIDENT FOR ACADEMIC AFFAIRS

- Represent and assist the President in university matters. Provide leadership in university operations in the absence of the President
- Actively engage in community organizations, partnership relationships, and alumni and donor events for the promotion of the university
- Oversight of six academic divisions (Health Sciences, Liberal Arts & Humanities, Natural Sciences and Mathematics, Business and Information Technology, Nursing, Social & Behavioral Sciences) offering over 30 baccalaureate degrees, 10 graduate degrees, and 3 doctoral degrees
- Supervise Registrar, Institutional Research, Assessment, Library Director, Student Success, Educational Technologist, Prison Education, Online Services, and Associate VP for Academics
- Oversee operations of extension campuses and online degree delivery
- Responsible for developing and planning new academic programs
- Evaluate academic and support staff programs, including academic financial ratios
- Receive, review, facilitate, and assure proper and timely resolution of student, parent, staff, and faculty complaints and conflicts
- Provide support for research and grant writing efforts
- Knowledgeable in both regional and specialized accreditation agencies such as the Higher Learning Commission (HLC), CAPTE (Physical Therapy), CCNE (Nursing), JRCERT (Radiologic Technology), IACBE (Business), CAEP (Education), ACOTE (Occupational Therapy), CAATE (Athletic Training), CSWE (Social Work), and many others
- Serve as Accreditation Liaison Officer for the Higher Learning Commission

PRESENTATION COLLEGE | ABERDEEN, SD | JUNE 1999 TO JUNE 2017 (POSITION DETAILS LISTED BELOW)

Institutional Profile: Presentation College, sponsored by the Sisters of the Presentation of the Blessed Virgin Mary, was a small, not-for-profit, Catholic college located in Aberdeen, South Dakota, specializing in healthcare and liberal arts programs at the certificate, associate, bachelor's, and graduate degree levels. Presentation College had campuses on the Cheyenne River Sioux Reservation in Eagle Butte, South Dakota, and Fairmont, Minnesota, as well as entirely online programs. The College closed in 2023.

VICE PRESIDENT FOR ACADEMICS | MAY 2011 TO JUNE 2017 AND JULY 2006 TO JUNE 2008

- Supervised six academic departments (Nursing, Social Work, Allied Health, Business, Arts and Sciences, and Education) consisting of over 50 full and part-time faculty. Also led operations of four distant campuses, Assessment, Institutional Research, Disability Services, Career & Learning Center, Registrar, and Library
- Conducted fall college and faculty orientations
- Responsible for strategic planning and budgeting process of the academic division
- Ensured compliance with regional and specialized accreditation requirements
- Facilitated articulation agreements, affiliate sites, and partnerships with various higher education institutions, clinical and internship locations, businesses, and communities

DEPARTMENT CHAIR OF EDUCATION AND ASSISTANT PROFESSOR | JUNE 2008 TO JUNE 2012

- Supervised student teaching field experiences and coordinated field experience placements
- Organized in-service and training programs for faculty and staff

PROGRAM DEVELOPMENT OFFICER | JUNE 2008 TO JUNE 2012

- Identified, analyzed, and researched programs suited to the College's target audience and resources
- Developed program objectives and operational plans, including financial analysis, budget, and timeline
- Prepared documents for both internal and external approval processes

DIRECTOR OF INSTITUTIONAL ASSESSMENT | JUNE 2008 TO JUNE 2010

- Prepared all institutional assessment reports
- Assisted academic program directors in specialized and national accreditation processes

VICE PRESIDENT FOR ACADEMICS & ASSOCIATED SERVICES | JUNE 2006 TO JUNE 2008

(See description above)

ACADEMIC DEAN | JUNE 2004 TO JULY 2006

- Supervised five academic departments, two satellite campuses, several video-conferencing sites, Distance Learning, Registrar, Library, and the Learning Assistance Center
- Prepared three-year academic strategic plan and budget
- Prepared academic financial cost analysis of each program annually
- Assisted in the development and facilitation of the SEED educational grant program and Fairmont, MN satellite campus, providing nursing and allied health programs to rural hospitals and clinics

DEPARTMENT CHAIR, DEPARTMENT OF BUSINESS | MAY 2003 TO JULY 2004

- Provided departmental leadership in course scheduling, faculty contracts, budgets, advising students, implementing new curriculum, and recruitment

DIRECTOR OF INFORMATION TECHNOLOGY | NOVEMBER 2001 TO MAY 2003

- Facilitated technology strategic planning and managed department operations and budget
- Enhanced distance technology opportunities by expanding delivery modalities, locations, and program offerings

REGISTRAR | JUNE 1999 TO NOVEMBER 2003

- Published various enrollment and other institutional research reports
- Veterans Administration Certifying Officer and I-20 Officer for international students
- Adopted new administrative software package, organized training, and conversion timeline

Other Experience

BUSINESS/COMPUTER TEACHER | CRESBARD HIGH SCHOOL, CRESBARD, SD | AUGUST 1996 TO MAY 1999

- Taught 7-12 Business Law, Computers, Accounting, and other business courses
- Implemented district technology plan and coordinated E-Rate technology grant
- Cheer Coach, Junior Class Advisor, and member of Teacher Assistance Team

GRADUATE ASSISTANT | NORTHERN STATE UNIVERSITY, ABERDEEN, SD | AUGUST 1995 TO MAY 1996

- Instructional support of technology curriculum
- Student and staff training in computer software programs
- Supervision of Junior Field Experience participants and assisted with Junior Block Education courses

ADJUNCT INSTRUCTOR | AMERICAN INSTITUTE OF BUSINESS, DES MOINES, IA | SPRING SEMESTER 1995

- Taught Business Keyboarding

ELEMENTARY COMPUTER TEACHER | VAN METER AND EARLHAM, IA SCHOOL DISTRICTS | 1994 TO 1995

- Instructed K-6 computers
- Implemented new Macintosh computer lab
- Designed first-time elementary computer curriculum for both districts
- Conducted teacher workshops on classroom uses of the computer
- Served on technology committees for both districts

Service to Profession and College

PROFESSION:

- Member of the Board of Visitors - US Army Command and General Staff College, Fort Leavenworth, KS
- Consultant-Evaluator and Team Chair for Higher Learning Commission (HLC) 2009 to present
- Institutional Actions Committee for HLC 2015 to present
- Phi Beta Lambda (PBL) Judge - National Convention 2013
- Future Business Leaders of America (FBLA) Judge - State Convention 2009
- Conference Coordinator for the Regional Mountain Plains Business Education Association (MPBEA)
- MPBEA Board of Trustees
- Consultant-Evaluator for International Assembly of Collegiate Business Education (IACBE)
- Consultant-Evaluator for South Dakota Department of Education

PROFESSIONAL MEMBERSHIPS:

- Legatus - Kansas City Chapter Charter Member, 2018 to present
- Kansas Consortium for Correctional Higher Education, 2021 to present
- Higher Learning Commission, 2009 to present
- Kansas Independent College Association, 2017 to present
- National Association of Professional Women, 2015 to 2017
- South Dakota Business Education Association (SDBEA), 1996 to 2017
 - President, 1997 to 2012
 - President-Elect, 1996 to 1997
 - Membership Director, 2009 to 2012
 - SDBEA 1998 Business Educator Rookie of the Year Award
 - Conference Speaker, 1997 SDBEA Conference, Aberdeen, SD
 - Conference Coordinator, 1995
- Mountain Plains Business Education Association, 1996 to 2017
 - SDBEA Representative to MPBEA Board of Trustees, 2009 to 2017
 - MPBEA Membership Director for South Dakota 2009 to 2012
 - MPBEA Conference Hospitality Chair, Rapid City, SD
 - Convention, 2009 MPBEA Conference Coordinator, Rapid City, SD
 - Convention, June 2001 Conference Speaker, MPBEA Conference, Irving, TX, 1998
 - MPBEA Business Educator Rookie of the Year Nominee, 1998

- National Business Education Association, 1996 to 2017
- South Dakota Association for Collegiate Teacher Education, 2009 to 2013
- Upper Midwest Association of College Registrars and Admissions Officers (UMACRAO), 1999 to 2002

PROFESSIONAL WRITING:

- Higher Learning Commission Substantive Change Applications
 - Transition Three Prison Education Locations from Second Chance Pell to PEP, 2025
 - Addition of Social Work (BSW and MSW), 2022
 - Addition of Prison Education Location Approvals, 2021, 2023, 2024
 - Addition of Occupational Therapy Doctorate Degree, 2018
 - Addition of Additional Campus Location, 2012
 - Closure of Campus Locations, 2012, 2014
 - Addition of Athletic Training Bachelor's Degree, 2010
 - Addition of Medical Coding Certificate, 2010
 - Addition of Psychology Bachelor's Degree, 2008
- Second Chance Pell Experiment Grant, 2020
- HLC-NCA Reaffirmation Self Study (USM), 2018
- HLC-NCA Reaffirmation Self-Study (PC), 2016
- Partnership Proposal to Veterans Administration Hospital, Minneapolis, MN
- Self-Study: Secondary Education to HLC-NCA, 2009
- Self-Study: Secondary Education to SD Department of Education, 2009
- Dissertation Research, "Indicators of Academic Success: Native American Student Retention", 2007
- IACBE Initial Accreditation Self-Study Report, June 2006
- Universal Funding Grant, June 2004, awarded \$18,756
- Co-writer, Project Paper "Futuring Trends for Adult Education", June 2004
- Project Paper, "Human Capital Strategic Indicators for Higher Education: An Analysis of Faculty Production", 2004
- Project Paper, "The Lantern of Life for Nano Nagle: Pioneer of Catholic Education", March 2004
- Project Paper, "Assessment & Evaluation of Department of Business and Technology", December 2003
- Universal Funding Grant – awarded \$9,832, 2003
- Co-writer, USDA Grant, awarded \$400,000 for technology equipment and administrative software, 2003
- Master's: Project Paper: "Technology Planning for Small School Districts", 1999
- E-Rate Funding awarded to Cresbard High School, 1998

PROFESSIONAL PRESENTATIONS:

- Presentation to Kansas Independent College Association Chief Academic Officer Meeting, "National Accreditation Insights", 2024
- Presentation to Kansas Independent College Association Emerging Leadership Training Program, "Accreditation from an Administrative Perspective, 2022, 2023, 2024, 2025
- Co-Present Higher Learning Commission Assessment of Student Learning Seminar, 2020
- Presentation to the Board of Trustees, "Faculty Tenure Implications at USM", 2019
- Presentation to the Board of Trustees, "The Outlook for Online/Distance Learning at PC", 2014
- Presentation to the Board of Trustees, "Secondary Education Proposal", 2009
- Presentation to the Board of Trustees, "Use of Secondlife.com at PC", 2008
- Presentation to the Board of Trustees, "PC Academic Indicators", 2007
- Presentation to the Board of Trustees, "Indicators of Academic Success: A Study of Lakota Campus Student Retention", 2007
- Presentation to the Board of Trustees, "PC Academic Indicators", 2006
- Presentation to the Board of Trustees, Community, & College members, "Accreditation and HLC-NCA", 2004
- Fall Faculty Orientations 2004 to present
- Presentation to the Board of Trustees, "Higher Learning Commission NCA Accreditation Action Plan", 2004
- Web CT Faculty Training Sessions (23 sessions), August 2003 to May 2004
- Presentation to the Board of Trustees, "Enrollment Statistics", 2004
- Presentation of High School Scholarships, Ipswich High School Awards Ceremony Presentation, May 2002, May 2003, May 2006, Roscoe High School Awards Ceremony Presentation, May 2002, May 2003
- Designed and Presented "Young at Heart" Computer Series for Senior Citizens, 2002
- Conference Speaker, MPBEA Conference, Irving, TX. "Creative Teaching Techniques for Elementary Keyboarding", 1998
- Faculty Development Workshop, Cresbard High School. "HyperStudio in the Elementary Classroom", 1997
- Faculty Development Workshop, co-presented with Dr. Gerald Ehli, Northern State University, 1996

COLLEGE:

- College Planning and Leadership Committees: President's Advisory Council, College Development Committee, Data Users Group, Educational Policies and Assessment Committee Chair, Administrative Council, Academic Affairs of the Board of Trustees
- Assessment Related Committees: HLC Academy Institute, Educational Policies and Assessment Committee
- Academic and Student-Related Committees: Academic Council Chair, Curriculum Committee, Faculty Assembly Officer, Learning Assistance Center, National College Recruiting Fair, Scholarship Committee, Cost to Educate a Student Committee, Health Science Day Participation, Gratis Teaching
- Technology Related Committees: Institutional Technology Chair, NCAI High School Dual Enrollment, Regional Task Force

REFERENCES

Sr. Lorraine Hale, PBVM, PhD, Retired President - Presentation College

Ms. Joellen Linder, Current Vice President for Enrollment Management, Lourdes University. Former Vice President for Enrollment/Vice President for Advancement – Presentation College

Mr. Bob Schuchardt, Current Vice President for Student Life, University of Saint Mary and former Vice President for Student Life – Presentation College

Dr. Julie Thorstenson, Current Executive Director for Native American Fish and Wildlife Society. Former Campus Director of Lakota Campus – Eagle Butte, SD – Presentation College

Dr. Trisha Waldman, Associate Dean of Arts and Sciences, University of Mary, Bismarck, ND. Former faculty, Division Chair, and Dean for Presentation College and former faculty at the University of Saint Mary

Details available upon request, as well as additional reference information for the University of Saint Mary President and/or Board of Trustees Members