

RICHARD G. BARNHOUSE

EDUCATION

- 2009 **Doctor of Philosophy (Ph.D.)**
Education: Leadership, Learning, and Service, College of Education, Cardinal Stritch University; Milwaukee, WI
- 2001 **Master of Arts (M.A.)**
Sport Administration, College of Health Professions, Central Michigan University; Mount Pleasant, MI
- 1999 **Bachelor of Physical Education (Honors) (B.Ph.Ed.)**
Exercise Physiology, College of Applied Health Sciences, Brock University; St. Catharines, Ontario, Canada

PROFESSIONAL EXPERIENCE

- 2011- **Associate Vice Chancellor for Student Affairs & Enrollment Management**
Pres. University of Wisconsin Colleges, Madison, WI
Chief and Senior Student Affairs Officer, responsible for; student services and enrollment management within an institution comprised of 13 campuses, an online program, 14,000 degree seeking students and 28,000 non-degree seeking students. Oversight of the registrar, admissions, recruitment, financial aid, marketing and university relations, disability services, student life, academic and non-academic misconduct, prevention programs, TRIO programs, multi-cultural programs, pre-college programs, residence life, student mental health services and grant programs.
- Provide creative and visionary leadership in developing and implementing strategic student services plans and initiatives that promote the achievement of the UW Colleges' mission, priorities, and strategic goals.
 - Provide leadership and support to 13 Campus Executive Officers/Deans and 13 Deans of Students.
 - Serve as a member of the Chancellor's Administrative Council; and collaborate with the Academic Affairs unit.
 - Oversight of all student affairs/services, marketing and enrollment management units, and departments under the Associate Vice Chancellor's systematic umbrella, approximately 200 staff state-wide.
 - Provide monthly reports/presentations to the faculty senate and serve ex-officio to the senate steering committee.
 - Represent the institution to external groups, county and state governments, local communities, and the UW System.
 - Member of the UW System's Chief Student Affairs Officers standing committee; advise the UW System regarding policies, practices and needs for 180,000 students and 26 system-campuses. Work with Chancellors and Provosts for system-wide planning, implementations, and emergencies.
 - Development and implementation of the institution's first comprehensive strategic enrollment management plan (iPlan) across 13 campuses and the online program, and implementation of the Hobsons-Connect and Retain CRM systems. Design and implementation of the Comprehensive State-Wide Recruiting Initiative.
 - Provide direction and council to 13 behavior intervention teams; provide training, resources, and consultation.
 - Serve as the institutional officer for student legal issues and the contact for the UW System office of general counsel.
 - Ensure compliance and report completion for UW System, state, and federal agencies.
 - Oversight of Intercollegiate Athletics, 13 Athletic Directors and their respective athletic programs, and supervision of the Commissioner of the Wisconsin Collegiate Conference.
 - Oversight of Residence Life across the institution and consultation for the development of ongoing building projects.
 - Served as a lead team member for the Higher Learning Commission's 10 year re-accreditation and visit. Including conducting mock visits on campuses, self-study development and review, visit structure and individual interviews, and exclusive responsibility for all federal compliance documents and resources.
 - Co-chair of the institutional dual/concurrent enrollment implementation committee for the collaborative program with the Department of Public Instruction and the state-wide initiative.
 - Provide leadership, direction, and oversight to the operations and implementation team for the new UW System/UW Colleges Flexible-Option Degree Program.
 - Oversight and direction for the implementation of enrollment data and the new daily online enrollment report.
 - Oversight of the student governance council and their advisor; a structure representing all 13 campuses' student government associations.

- Oversight of the student health insurance program, veteran's services, adult student programs, academic scholarships.
- Management of the Associate Vice Chancellor's various budgets, programs, and institutional conferences.
- Serve as counsel and a resource for the Chancellor in resolving faculty, staff, and administrative issues.

2007- **Dean of Students**

2011 Moraine Park Technical College, Fond du Lac, WI

Deputy Student Affairs Official, responsible for; operations within an institution comprised of three campuses and 22,000 students including oversight of the registrar, admissions, outreach and recruitment, diversity, disability services, student life, student activities, academic and non-academic misconduct, testing services, non-traditional occupations, employment services, youth options, AAEO, grant activities, and student legal issues.

- Development, management, and application of the institution's academic and non-academic student misconduct procedures, including; the maintenance of judicial databases, records, reports, and statistics.
- Liaison to the General Counsel for all legally related student issues, concerns, and actions; advise the college regarding sensitive issues and those requiring significant confidentiality.
- Chair of the behavior intervention team and incident commander for the college crisis management team.
- Institutional student equal opportunity officer, ensuring compliance with all applicable affirmative action and equal opportunity state and federal laws, including the Wisconsin Technical College System and Moraine Park Technical College policies and procedures. Investigation of and resolution for student discrimination claims and grievances.
- Intake and resolution for all student and faculty concerns; application of related policies and procedures.
- Oversight for the planning and delivery of comprehensive admissions and enrollment management activities and the annual operational plan.
- Oversight for the planning and delivery of comprehensive outreach and recruitment activities, the annual operational plan, and new student orientation.
- Oversight of the support services department, including; disability services, interpreter services and non-traditional occupations.
- Oversight of the student life department, including; student activities, student clubs and organizations, student government, Phi Theta Kappa, graduation, and employment services.
- Oversight of diversity relations and multicultural advancement promoting diversity in all college areas. Chair of the diversity and inclusion advisory committee.
- Oversight of the registrar's office and supervision of the registrar.
- Facilitation of the One-Stop student service center's implementation on all three campuses including a large reorganization within the overall enrollment management/student affairs unit.
- Leadership and direction for the student services implementation and transition from a PeopleSoft software system to the Banner software system for specifically related areas.
- Contract negotiator representing the institution and management in collective bargaining with the support staff union represented by a national union organization. Faculty/staff mediator for internal conflict resolution.
- Oversight and direction of multiple grants and reporting, including grant writing, programming, and accountability.
- Management of the Dean's Office budget and ultimate budget responsibility for all departments under the Dean of Students' administrative umbrella.
- Oversight of recruitment, hiring, orientation, supervision, development, evaluation, and the leadership for all areas and personnel under the Dean of Students' organizational unit.

2004 - **Assistant Campus Dean for Administrative Services**

2007 University of Wisconsin-Sheboygan, Sheboygan, WI

Chief Business and Administrative Official, responsible for; budget and finance, bursary, facilities, procurement, human resources, payroll, safety and risk management, auxiliary, support, and technology services.

- Chief Financial Officer:
 - Supervision of all financially related activities.
 - Development, management, and supervision of all campus budgets, accounts, and funds.
 - Advised faculty and staff on budgets and planning strategies and chaired the budget committee.
 - Oversight of cash handling procedures and deposits to the state treasury.
 - Counseled student government, student organizations, and advisors regarding regulations and procedures.
 - Provided budgetary guidance to grant proposals and monitored grant activity.
 - Management of the accounts payable and accounts receivable operation.
 - Oversight and management of campus bursar operations:

- ◆ Development of fee policies in compliance with UW System and state policies.
 - ◆ Supervision of tuition and fee collection.
 - ◆ Provided financial counseling to students regarding fees, financial aid, and payment options.
 - ◆ Supervised accounts receivable in compliance with UW System and state policies.
- Chief Purchasing Agent:
 - Reviewed requests for purchase to ensure consistency with budget principles, allocations, and priorities.
 - Determined proper funding and approved purchase orders.
 - Administered procurement card program, policies and procedures, authorized users, monitored activity, and oversaw program auditing.
 - Developed detailed bid specifications.
- Director of Campus Facility Planning, Management, and Development:
 - Project manager for all major construction and renovation projects and director of facility development.
 - Reviewed construction documents/contract specifications to ensure compliance with campus requirements.
 - Oversight of capital project budgets and procurement.
 - Management and contract negotiation for large gifts and donations for capital construction projects.
 - Oversight of campus facility planning and capital/facility reports.
 - Oversight of the campus facility rental program.
- Oversight of Human Resources:
 - Oversight of hiring for campus non-instructional positions and staffing requests.
 - Created position descriptions, conducted interviews, and selected candidates for hire.
 - Reviewed position descriptions and classifications for employees and developed needed reclassifications.
 - Oversight of payroll and coordination of the campus employee evaluation process.
 - Liaison for campus and local union representatives regarding grievances and performance standards.
- Oversight of Campus Risk Management and Environmental Health and Safety Programs:
 - Coordinated and served as chair of the campus safety committee.
 - Developed and maintained emergency policies and procedures and the incident/accident reporting structure.
 - Ensured OSHA compliance and provided training to specific staff and departments.
 - Conducted annual safety audits and ensured corrective measures through preventative maintenance program.
 - Oversight of the hazardous materials and waste program.
 - Coordination with city, county, and state police regarding campus related issues and requirements.
 - Member of the UW System President's commission on university security.
 - Direction of student legal affairs and non-academic misconduct.
- Oversight of Campus Real Property and Capital Inventory:
 - Maintained capital inventory database and valuation.
 - Monitored disposal of surplus state property and secured physical assets.
- Oversight of Informational Technology:
 - Oversight of network administration, instructional technology, and distance education.
 - Management of telecommunication services.
 - Authorization of equipment improvements.
- Oversight of Campus Auxiliary and Support Services:
 - Oversight of campus bookstore, food service, and theatre operations.
 - Oversight of the campus fleet vehicle program.
 - Oversight of campus mail, copying, supplies, and equipment services.
- Campus Representative to the Community and Local Governments:
 - Attended regular county board and committee meetings to stay informed of local political issues and priorities and fostered relationships on behalf of the university.
 - Served as a liaison to city, county, and state government administrators and elected officials representing the university's interests.
 - Enhanced the campus community image providing service to local charitable and community organizations.
 - Provided service and expertise to the campus Foundation and served on numerous campus committees.
- Management of Administrative Services Staff:
 - Leadership for and supervision of all departments and staff under the Administrative Services umbrella.

2003- **Assistant Director of Facilities**

2004 University of South Carolina, Student Life, Columbia, SC

Management of all recreational facilities on campus, responsibilities included:

- Daily management and supervision of two recreation facilities totaling 400,000 sq. ft. and a 15 acre outdoor activity area.
- Direct supervision of 3 full-time facility managers, 4 full-time customer service representatives and 300 student employees including; interviewing, hiring, training, counseling, dismissal, evaluations, and budget management.
- Indirect supervision of 4 full-time maintenance staff and 12 full-time custodial staff.
- Development, coordination, and implementation of student staff organizational chart and reporting structure.
- Assisted in opening the Strom Thurmond Wellness & Fitness Center a 192,000 sq. ft. dedicated recreation facility.
- Supervision of the Hand-key Biometric Access System, the automated security system, and the facility camera network. Management of all keys, access, and coordination with university police.
- Inventory management and purchasing for all check-out and pro shop sale equipment items.
- Direction and management of cash handling operations.
- Management, tracking, and analysis of facility user rates and coordination and management of special events.
- Management and supervision of customer service functions and customer service staff.
- Management and coordination of all facility reservations; including development of reservation policies and procedures, and coordination of events with external users and departments campus wide.
- Direction, management, and coordination of renovation and construction projects including preventative and necessary maintenance.
- Implementation and direction of risk management policies and emergency procedures.
- Responsible for coordination of facility shutdowns, closings, and other interruptions with building occupants.
- Student Affairs representative and member of the executive planning team for South Carolina Boys State annual week long legislative session.
- Coordination and event management for the President of the University of South Carolina's pre-game events.

2001- **Assistant Director for Operations**

2003 Rice University, Student Affairs, Houston, TX

Management of all recreational facilities on campus, responsibilities included:

- Daily management of all facilities and operations including a 70,000 sq. ft. recreation facility, 9 athletic fields, and 13 tennis courts.
- Director of the Varsity Aquatic Center and operations including the management of Division-IA varsity swim meets.
- Assistance for game-day management and on-field operations for Division-IA varsity football and baseball.
- Assistance for special events regarding the national World Series collegiate champions Rice baseball team.
- Budget development and financial management for all facility and operational areas including large gifts and donation accounts.
- Direction and management of all renovation and construction projects for recreational facilities.
- Responsible for all safety, risk management, and liability issues.
- Supervision of the overall cleanliness, operation, and maintenance of all recreation facilities, including indoor and outdoor areas, in compliance with all city, state, and federal codes.
- Audited facilities to identify remedial and preventative maintenance needs; coordinated the work activities with the building occupants; and monitored work performance to ensure proper, timely, and cost effective completion.
- Coordinated security and event management controls and procedures including proper liaison with university police and other officials to ensure compliance with university and recreation center policies.
- Creation and coordination of building-wide emergency/disaster procedures and response efforts including; staff training, system implementation for building evacuation procedures, and coordinating efforts with other campus units.
- Ensured continuity and standardization of recruitment and retention efforts and development and implementation of on-going orientation and training programs for full-time and student staff.
- Developed and implemented the first ever departmental policies and operating procedures.
- Analyzed work systems and formulated changes to increase efficiency, service, and productivity.
- Collection and analysis of sales and building usage information.
- Coordination of building shutdowns and other interruptions with building occupants.
- Chairperson of the monthly event review meeting to plan for scheduled events and evaluate past events.

- Preparation and development of annual reports for each operational area, including appropriate statistical data, review of performance, associated problems, and recommendations for future operations.
- Coordinated and directed supplies and equipment purchases.
- Preparation and administration of contractual agreements and use of facilities to external groups and the university community.
- Creation, implementation, and development of the student employee program.
- Responsible for the direct supervision of 3 full-time managers and indirect supervision of their full-time employees (8) and approximately 30 student employees including; interviewing, hiring, training, counseling, dismissal, and evaluation of staff and student performance.

INSTRUCTIONAL EXPERIENCE

2009- Adjunct Faculty: Educational Diversity, Moraine Park Technical College, Fond du Lac, WI
2010

2001- Semester Guest Lecturer: Sport Management/Risk Management, Rice University, Houston, TX
2003

RESEARCH

Barnhouse, R. G. (2001). *An analysis of the relationship between leadership traits and leadership style*. Unpublished master's thesis, Central Michigan University, Mount Pleasant, Michigan, USA.

Barnhouse, R. G. (2009). *Leadership formation and the influence of chaotic, unpredictable experiences on the growth and development of leadership*. Unpublished doctoral dissertation, Cardinal Stritch University, Milwaukee.

SELECTED PRESENTATIONS

Barnhouse, R. G., & Curley, C. (2015). *Federal & state reporting responsibilities: Title IX, save act, violence against women act, clery act, executive order 54*. University of Wisconsin-Manitowoc, Manitowoc, WI.

Barnhouse, R. G., Jurvelin, M., Rabe, C., & Taylor, F. (2014). *The efforts of Student Affairs in the first year experience program*. ESFY Annual Conference: University of Wisconsin-Fox Valley, Menasha, WI.

Barnhouse, R. G. (2014). *Get involved & define your future*. Student Leadership Conference: Wisconsin Dells, WI.

Barnhouse, R. G. (2013). *Student and faculty confrontations*. University of Wisconsin-Barron County: Rice Lake, WI.

Abhold, A., Barnhouse, R. G., Scott-Duex, S., Thompson, A., & Ysentes, P. (2013). *Best practices for behavioral intervention teams*. UW System State-wide Training: Stevens Point, WI.

Barnhouse, R. G., Thompson, A. (2012). *Best practices for aspiring student affairs professionals*. WCPA Conference: Wisconsin Dells, WI.

Barnhouse, R.G. (2011). *Collegiate behavior intervention teams*. Professional Development Days: Hartford, WI.

Barnhouse, R. G. (2010). *Research: So what?* Moraine Park Technical College: Fond du Lac, WI.

Barnhouse, R. G. (2008). *Academic and non-academic collegiate misconduct*. Professional Development Days: Hartford, WI.

Barnhouse, R. G., & Vandemark, K. (2008). *College students and mental health*. Moraine Park Technical College, Fond du Lac, WI; filmed for the Wisconsin Technical College System.