MEMORANDUM

December 29, 2020

TO:       Members of the Board of Trustees
FROM:     Dr. Jim Malatras, Chancellor
SUBJECT:  Appointment of Dr. DeAnna Burt-Nanna as President of Monroe Community College

Action Requested

The proposed resolution approves the appointment of Dr. DeAnna Burt-Nanna as president of Monroe Community College.

Resolution

I recommend that the Board of Trustees adopt the following resolution:

Resolved that the appointment of Dr. DeAnna R. Burt-Nanna as President of Monroe Community College, by the Monroe Community College Board of Trustees, effective on May 21, 2021, at a salary of $245,000 be, and hereby is, approved.

Background

Dr. Burt-Nanna currently serves as the Vice President of Student and Academic Affairs at South Central College in Minnesota and is a national Aspen Presidential Fellow for Community College Excellence. Dr. Burt-Nanna has extensive and progressively responsible leadership experience in higher education. She is currently a member of the President’s Cabinet leading strategic student support and success initiatives and administering $28.5 million (63%) of the college’s annual operating expenditures prioritizing operational efficiency. Dr. Burt-Nanna also serves an ambassador for the college to the community, while promoting regional workforce and economic development. She is committed to designing and implementing strategies for enrollment and recruitment, facility utilization, and course scheduling to strengthen the college’s competitive position in the marketplace.
Dr. Burt-Nanna’s prior experience also includes the positions of Vice President of Academic Affairs, Vice President for Academics/Chief Academic Officer & Provost, and Dean of Computer Information Systems and Technology, as well as the Department Chair of Networking Technology, at Baker College of Muskegon in Michigan. She has significant teaching experience as a part-time faculty member while holding the role of Dean of Computer Information Systems and Technology at Baker College of Muskegon, a full-time faculty member while the Department Chair of Networking Technology at Baker College of Muskegon, and as an instructor in the Computer Information Systems Department at Grand Rapids Community College in Michigan. In addition, Dr. Burt-Nanna has business and industry experience as an Information Technology Manager at ESCO Company, LLC and as a systems analyst at Meijer, Inc.

Dr. Burt-Nanna holds a Ph.D. in Educational Leadership from Western Michigan University, College of Education and Human Development; an M.B.A. from Western Michigan University, Haworth College of Business, Business Administration; and a B.B.A. from Western Michigan University, Lee Honors College and Haworth College of Business, Computer Information Systems with minors in Business and Religion.
DeAnna R. Burt-Nanna, Ph.D.
Mankato, Minnesota 56001

EDUCATION


FELLOWSHIPS

(2020-2021) Aspen Presidential Fellowship for Community College Excellence
(2019-2020) Thomas Lakin Institute for Mentored Leadership

PROFESSIONAL EXPERIENCE:

Minnesota State Colleges and Universities System (Minnesota) May 2018 - Present
Headquartered in St. Paul, Minnesota, it is the third largest system of state colleges and universities in the United States and the largest in the State of Minnesota with 30 colleges, 7 universities, and 54 campuses serving 340,000+ students annually. Regional accreditation for Minnesota State colleges and universities is overseen by the Higher Learning Commission (HLC).

South Central College (Minnesota): A regionally accredited, multi-campus, comprehensive community and technical college with campuses situated in a metropolitan service area and a rural community with an annual operating budget of $45.3 million and an annual regional economic impact of over $161 million and 1400 job-ready graduates. An Achieving the Dream™ (ATD) institution focused on increasing college completion and closing achievement gaps for its 4,700 students (21% Students of Color) enrolled in arts & sciences and transfer programs and pathways; technical career and professional programs; and workforce development--continuing education and customized training programs.

Vice President of Student and Academics Affairs, South Central College (2018 - Present)

Scope of Responsibility:

❖ Report to the College President as a collaborative member of the President’s cabinet to lead strategic student support and success initiatives
❖ Serve as a key communicator to the public, media, and internal stakeholders, including for crisis response
❖ Administer $28.5 million (63%) of total annual operating expenditures for operational efficiency and positive impact on student success and regional workforce and economic development
❖ Serve as an ambassador for the college to the community to strengthen the college’s competitive position in the market, while promoting regional workforce and economic development
❖ Model the institution’s values, which include its commitment to diversity, equity and inclusion
❖ Direct the work of 6 administrators and an executive administrative assistant, each supporting the work of 200+ full-time, part-time and adjunct faculty, and, a host of other personnel
❖ Foster fair labor practices and collaboration with the 4 collective bargaining units as a member of official faculty and staff shared governance committees, and mediate formal and informal complaints from students and employees
❖ Design and implement strategies for enrollment and recruitment, facility utilization, and course scheduling to strengthen the college’s competitive position in the marketplace
Ensure compliance with all regional and specialized accreditation standards, as well as local, state and federal laws and standards

Selected Accomplishments:

**Academic Quality & Student Success:**
- Provided support and resources for faculty and students to successfully transition 100% of Spring 2020 course offerings to online and alternative delivery due to the COVID-19 global pandemic (2020).
- Developed and implemented a framework for a faculty-centric annual event to assess student learning on institutional common learning outcomes across all academic programs (2019; 2020).
- Strengthened the academic program review process through the commitment of the faculty (2020).
- Historic achievement of the faculty recording compliance from 100% of academic programs submitting academic program assessment plans (2019).
- Collaboratively designed and implemented a faculty-inspired year-round strategic course schedule to strengthen enrollment streams and promote student retention and completion (2018-2019).
- Informed the design and implementation of a **$9.6 million** capital bonding renovation at the North Mankato campus to enhance teaching, learning, operations, and student collaboration (2018-2020).
- Lead the implementation of Achieving the Dream (ATD) to advance institutional priorities focused on holistic student support, guided pathways, and individualized academic plans (2018-Present).
- Reduced Fall 2018 cohort equity gap between Students of Color and White Students by 3%, and reduced student financial holds by **15%** (FY 2020).
- Increased average credit load for full and part-time students and credit completion (FY 2019; FY 2020).
- Hired 1.5 FTE social workers to serve the holistic support needs of students resulting in increased credit completion and persistence among those served (FY 2020).
- Graduate improvement outperformed System average (FY 2019).
- Appointed as a Senior Academic Officer representative to the Minnesota State Academic and Student Affairs Policy Council in an advisory capacity to the Senior Vice Chancellor (2018-Present).

**Shared Governance:**
- Zero grievances filed from any of the four collective bargaining units representing faculty and staff reporting to the Vice President of Student and Academic Affairs (2018-Present).
- Unanimous consensus from a cross-discipline taskforce of faculty, staff and administrators resulted in the development of a set of metrics for the evaluation of academic program health (2020).
- Designed and implemented a strategic framework for college-wide decision-making and communication through broad consultation (2020).

**Accreditation:**
- College recommended for reaffirmation of regional accreditation compliant on all criteria for accreditation, no sanctions, and the option to choose a pathway for future reaffirmations (2020).
- Approved for National Alliance of Concurrent Enrollment Partnerships (NACEP) accreditation for concurrent enrollment programs, an external partnership between SCC staff and faculty with K-12 partners (2020).
- Reaccreditation of two academic health science programs with no citations (2020).

**Budgeting/Finance/Operations:**
- Balanced annual budget of approximately **$28.5 million** (FY 2019; FY 2020).
- Service on the Minnesota State 2020 Capital Budget Advisory Team for the evaluation of capital funding requests from 2- and 4-year institutions (2019).
- Year over year enrollment growth placing SCC among the top performing of the 30 Minnesota State 2-year colleges (Fiscal Years: 2019; 2020).

**Strategic Planning:**
- Tri-chaired the SCC’s 2020-2024 Strategic Plan process including a strategic framework for zero-based budgeting and key performance indicators (KPI) to measure results and impact (2018-2019).

**Operational Efficiencies:**
- Created a vision and organizational structure for the new Center for Teaching and Learning Excellence (CTLE) and hired the college’s first AVP for Effective Teaching and Learning (2018-2019).
- Successfully planned and implemented a revised administrative leadership structure for Nursing and Allied Health programs with broad input from faculty and workforce partners (2018-2020).
- Designed and implemented a project integration framework to support the development and implementation of innovative ideas and strategies throughout the college (2019-2020).

**Partnerships:**
- Plan approved for the development of a 2-year program to train Certified Surgical Technologists (CST) in partnership with the Mayo Clinic (2019-2020).
- Business plan approved for a Pathways in Technology Early-College High School (P-TECH) model with K-12 and industry partners in Faribault, Minnesota (2019-2020).
- Search committee member for the superintendent of Mankato Public Schools (Minnesota) (2019).
- Supported faculty in Health, Agribusiness, and Welding programs garner support from industry partners leading to $750,000 in gifts for the renovation of instructional spaces (2018-2019).
- Partnership agreement established with Metropolitan State University (Minnesota State) to strengthen the Nursing graduate pipeline across the state (2018).
- Partnerships and grants extending support to U.S. military veterans in agriculture (2019-2020).
- Various credit and non-credit customized training, apprenticeships, internships, and stackable credential offerings, and partnerships with K-12 and other postsecondary institutions.

**Baker College System (Michigan) September 1999 – March 2018**

Established in 1911 and headquartered in Flint, Michigan, it is the largest private non-profit college in the state with a mission to transform the lives of its predominantly commuter non-traditional and Pell-eligible student population, responding to the career-focused needs of its urban communities through on-ground and online education. Baker College is a mid-sized system regionally accredited by the Higher Learning Commission (HLC).

**Baker College of Muskegon:** This historic institution and home of the nationally recognized Culinary Institute of Michigan (CIM), provides career-focused 2- and 4-year training to 2,000 non-traditional commuter students enrolled in business, education, general education, health, and technology programs to meet regional workforce needs. Among the largest on-ground campuses in the System, it also has residence halls.

**Vice President of Academics Affairs, Baker College of Muskegon (2016-2018)**

**Scope of Responsibility:**
- Reported to the College President to advance student success initiatives under a new organizational structure for the Baker College System
- Demonstrated cross-functional collaboration with senior and mid-level leaders across the College and System
- Represented the College to the System and the community as an effective advocate of local and regional needs and interests, with service on various partnership, workforce, and philanthropic boards
- Demonstrated disciplined fiscal management of greater than 40% of campus operating expense
- Supervised the work of 80% of the workforce including 20+ full- and part-time program directors, several full-time faculty and clinical coordinators, some 200+ part-time/adjunct faculty, and administrative support personnel
- Strengthened the integrity and quality of academic program offerings through regional and specialized accreditations, with aligned policies and procedures
- Provided direct instructional support for faculty through professional development, integration of instructional technology, and the evaluation of teaching
- Engaged in media and public relations to promote the college to the public

**Selected Accomplishments:**

- **Academic Quality & Student Success:**
  - Supported the work of faculty and staff yielding year over year increases in student retention to the ranking of 3rd highest in the System among its largest campuses.
  - Established the *Dr. DeAnna Burt ASPIRE Scholarship Fund*, a post-secondary education fund for underrepresented and underserved populations (2017).
- Demonstrated commitment to the professional development and scholarship of the faculty by helping to design and implement an internal model to award up to $100,000 in competitive grants for innovative and evidence-informed teaching practices across the System (January 2018).
- Trained to design and facilitate engaging online learning environments for students (2017-2018).
- Partnered with faculty to strengthen teaching and student learning through a collaborative design and implementation of a new process for faculty evaluation (2016-2018).
- Partnered with faculty to implement a new Nursing simulation lab to support the School of Nursing and other healthcare programs respond to regional growth in health professions (2017-2018).
- Partnered with staff to envision and implement a One Stop delivery model for student advising and consolidated support services resulting in cost savings during a period of declining enrollment (2017).
- Collaboratively developed a System model for competency-based education (CBE) pathways qualifying prospective students for college credit for professional work experiences (2015-2017).

- **Shared Governance:**
  - Recommended and granted approval to appoint divisional faculty representatives to the Campus Operations Committee for shared governance in decision-making (2016-2018).

- **Accreditation:**
  - Supported staff and faculty to meet or exceed all key System academic performance metrics (2017).
  - Extended support to academic programs in the colleges/schools of Health Science, Nursing, and Occupational Therapy to all achieve superior pass rates and state rankings (2016-2017).
  - Over 300 faculty fully cooperated with a comprehensive evaluation of credentials aligned to revised regional accreditation standards, ranking the Muskegon campus among the Top 5 in the System (2015-2016).

- **Budgeting/Finance/Operations:**
  - Partnered with academic programs to improve the course scheduling process resulting in significant instructional cost savings and a positive effect on net revenue for the campus (2018).
  - Academic department outperformed budget on Year-to-Date Net Tuition Revenue and Instructional Expenses with overall YTD financials trending with positive variances (2017).
  - Academic department outperformed budget on Year-to-Date Net Tuition Revenue and Instructional Expenses (2017).
  - Faculty and staff effort led to a 37% improvement in campus instructional cost per credit hour (2016).

- **Strategic Planning:**
  - Fully implemented System-wide academic organizational restructuring with human resources, program offerings, and facility use strategically aligned for operational efficiencies (2016-2017).

- **Operational Efficiencies:**
  - Led the College’s complex conversion from a quarter-based (10-week) to a semester (16-week) academic calendar (2017).
  - Facilitated the closure of the Fremont extension site and students’ transition to another campus (2017-2018).

- **Partnerships:**
  - Partnered with other Baker College campuses for academic and non-academic purposes (2016-2018).
  - Represented the College to the Community Foundation for Muskegon County (2016-17).
  - Donated office furniture to the Muskegon Covenant Academy, a K-12 partner for at-risk, high school stop-outs (2017).

**Vice President for Academics/Chief Academic Officer & Provost (2010-2016)**

**Scope of Responsibility:**
- Provided strategic and visionary leadership for Academic Affairs as an officer of the college and member of the President’s cabinet with direct interaction with the Board of Trustees.
- Represented Academic Affairs as to the Operations Committee (governance) and Crisis Response Team.
- Represented the College to the System and community as an effective advocate of local and regional needs.
- Supervised the work of 8 deans/directors, 25 full-time program directors, 15 full-time faculty, and 200 part-time/adjunct faculty, and various support staff.
- Demonstrated fiscal discipline for greater than $8 million (40%) of total college operating expense.
- Compliance with all local, state, and federal regulatory standards such as the Affordable Care Act, Clery Act, Equal Employment Opportunity (EEO), Title IX (Compliance Officer), and Violence Against Women Act (VAWA).
Selected Accomplishments:

❖ **Academic Quality & Student Success:**
  - Certified in "Applying the QM Rubric." Quality Matters™ for peer reviewed online and blended course development (2015).
  - Successfully launched 7 new certificate, associate, and bachelor degree program offerings aligned to regional workforce needs (2011-2015).
  - Developed and piloted the System’s first multi-college distance learning course delivery to address declining enrollment and faculty recruitment challenges in some regions of the State (2014-2015).
  - Designed an institutional accreditation Academic Quality Improvement Program (AQIP) project, applying Lean Six Sigma principles, which contributed to a 4.2% decrease in the 3-Year Cohort Loan Default Rate from 2010 to 2013. (Note: AQIP is a pathway to regional accreditation overseen by the Higher Learning Commission formerly known as the North Central Association of Colleges and Universities.)
  - Facilitated the largest 5-year percentage increase (+.96%) in Spring/Summer-to-Fall retention on record for the System between 2010 and 2014. The Muskegon campus also recorded the most consistently stable and highest rate of increase for the same evaluation period during which other campuses experienced declines by as much as -3.92%.
  - College recorded the highest rate (39.74%) of summer student retention since 1999 (2015).
  - Engaged the voice of faculty and staff to design a revised New Student Orientation which was later scaled systemwide (2015).

❖ **Shared Governance:**
  - Hosted routine all-faculty meetings and published regular newsletters and updates to strengthen communication and consultation with all employees (2010-2016).
  - Mediated all major incidents and formal complaints involving campus academic employees and/or students, all without litigation. Frequently invited by HR to also mediate conflict outside of Academics.

❖ **Accreditation:**
  - Facilitated the preparation of faculty and staff to host a multi-location accreditation site visit resulting in 5-year re-authorization of the extension site without restrictions and with commendation extended to Academics for its exemplary support of faculty and students (2015).
  - Faculty raised their credentials at or above master degree level by 7.4% for the largest percent increase over a 13 year evaluation period, exceeding the System average by 4% (2010 to 2015).

❖ **Budgeting/Finance/Operations:**
  - Balanced the Academic division budget representing 40% of annual operating expense (2010-2016).
  - Annually led the System in Average Credit Hours Per Student on annual and quarterly metrics by campus (2010-2016).

❖ **Strategic Planning:**
  - Contributed to the planning and facilitation of System-wide organizational restructuring of the academic division, organizing academic programs into distinct colleges and schools, and re-envisioning the role of the Chief Academic Officer for increased focus on teaching and learning support to faculty. Strategically aligned human resources, program offerings and facility use consistent with College mission and values for efficiency (2015-2016).
  - Contributed to the development of the annual Strategic Operating Plan and created a culture for a high performing team to consistently meet annual targets for Academics (2010-2016).

❖ **Operational Efficiencies:**
  - Facilitated quarter-to-semester transition planning for the Technology division (2015).
  - Invested in the evolving professional development and training needs of administrators, staff and faculty, including training all academic administrators in the areas of human resources and Federal standards of academic progress for student financial aid eligibility.
Partnerships:
- Established concurrent enrollment agreement with area K-12 partners for articulation, dual-enrollment, direct credit, and early-middle college, including an agreement with the local career and technical center to strengthen the health science student pipeline into college and ultimately the profession (2010-2016).
- Partnered with faculty and external partners to deliver customized and corporate training (2010-2016).
- Extended support to the Early Childhood Education and Veterinary Technology programs to develop and host Bow Bows & Books, a partnership with the Muskegon Area Intermediate School District (MAISD) of Michigan to promote child and guardian literacy (2012-2014).
- Implemented an innovative partnership with Izzy+™, a Michigan furniture manufacturer, for the design and research of a 21st Century model classroom. All furnishings donated by Izzy+ (2012).
- Partnered with the System Office and other Baker College campuses for academic and non-academic purposes to strengthen local college and overall System operations (2010-2016).

Dean of Computer Information Systems and Technology (2003-2010)

Scope of Responsibility: Reported to the Vice President for Academics/Chief Academic officer; provided strategic leadership for 11 departments including architectural construction, aviation, computer-aided design, computer information systems, computer networking and security, computer science, continuous quality improvement, digital media design, electronics, industrial technology, and web development; supervised the work of 7 department chairs, 1 full-time faculty, approximately 50 part-time/adjunct faculty, a full-time academic advisor, and a part-time network lab assistant.

Selected Accomplishments:
- Designed and implemented Project ASPIRE, an institutionally funded high-impact student success initiative aligned and scaled System-wide to close achievement gaps among at-risk students (2007-2009).
- Met all annual divisional strategic and budgetary targets.
- Established and equipped the campus’ first industrial technology laboratory and renovated instructional spaces to support Electronic and Industrial programs.
- Represented the technology division as a member of the Campus Operations Committee (governance), and on a host of other campus and System committees including the role of System Department Coordinator for Technology for the 9 campuses of the System.

Department Chair of Networking Technology (1999-2003)

Scope of Responsibility: Provided strategic oversight for the networking programs while reporting to the Dean of Computer Information Systems and Technology; undertook full-time teaching and supervision of faculty and staff and two 24-node fully equipped networking labs. Other duties included academic advising; academy partnerships with 3rd party vendors; advisory board development; articulation agreements; assessment of student learning; budgeting; community relations; conflict resolution and mediation; course scheduling; curriculum and new program development; facility/space planning; faculty and staff development; student recruitment; and, student retention and persistence.

OTHER PROFESSIONAL EXPERIENCES

<table>
<thead>
<tr>
<th>Years</th>
<th>Position</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1990 – 1999</td>
<td>Information Technology Manager</td>
<td>ESCO Company, LLC (Michigan)</td>
</tr>
</tbody>
</table>

FACULTY/TEACHING EXPERIENCE:

<table>
<thead>
<tr>
<th>Years</th>
<th>Position</th>
<th>Organization</th>
</tr>
</thead>
</table>
OTHER SELECTED AWARDS/RECOGNITIONS/HONORS:

- Inductee, Muskegon Heights High School Hall of Honor, for outstanding academic achievement, leadership, and community service (2014).

SELECTED COMMUNITY ENGAGEMENT & INVOLVEMENT:

- Various leadership roles as a board or council member, or trustee for organizations including,  
  - YWCA Mankato (Minnesota) (2020-Present).
  - South Central Workforce Council (Minnesota) (2018-Present).
  - Pathfinders™, an urban youth mentoring program aimed at violence prevention through academic and social outreach programming (Michigan) (2012-2015).
  - Tri-Valley Academy of Arts and Sciences, a public charter school in Muskegon, MI (2006-2008).
- Other volunteer and community service primarily focused on diversity, equity and inclusion; education; philanthropy; women and youth; and, workforce and economic development.

OTHER SELECTED LEADERSHIP DEVELOPMENT:

- Career Advancement
- Student Success
  - Holistic Student Supports Institute, a team development offering of the Achieving the Dream (2018).
- Workforce Development
  - Embracing Industry 4.0, American Association of Community Colleges Workforce Development Institute (WDI) (2020).
- Budgeting, Finance and Operations
  - Community Foundation for Muskegon County, a Top 100 Largest Community Foundations in the United States, trustee and chair of the committees for Strategic Planning, Nominations, and Distribution of donor advised and undesignated funding priorities and appropriations (2014-2018).
  - Lean/Six Sigma™ training for continuous improvement in higher education and service-oriented environments, Baker College (2012-2014).
- Boards, Public and Media Relations
- Team Development
  - Participant, “Enhancing Team Leadership at SCC.” South Central College (Minnesota) (2020).
Diversity, Equity and Inclusion

▪ “Hidden Bias in the Workplace.” South Central Workforce Council (Minnesota) (2020).
▪ LeadMN’s Hunger Free Campus designation for reversing food insecurity (Minnesota) (2020).
▪ Chair, Celebration of Diversity Committee, Baker College of Muskegon (Michigan) (2004-2006).

DEVELOPMENT/FUNDRAISING ACCOMPLISHMENTS:

▪ Co-wrote, administered, and assured compliance for the following grants which advanced South Central College’s commitment to student success, closing achievement gaps, and meeting workforce development needs (2020):
  $1.3 million - 5-year U.S. Department of Education TRIO Student Support Services grant, an increase of $8,856 over the previous funding allocation.

▪ Created a strategic framework for Academic and Student Affairs which contributed to the awarding of large grants and gifts for South Central College (2019-2020):
  $1.3 million - National Science Foundation Advanced Technological Education grant, “Enhancing the Independent Mechatronics Technical Curriculum and Creating a New Pathway from Rural High Schools into Mechatronics Careers”.
  $499,657 - Department of Labor USDA National Institute of Food and Agriculture (NIFA) grant to implement a new Advanced Agriculture Technology (AAT) certificate program.
  $750,000 - Gifts from industry partners for the renovation of instructional spaces to support in-demand programs in Health, Agribusiness, and Welding. Partners include, but are not limited to, Mayo Clinic, Mankato Clinic, Crystal Valley Co-op, and Jones Metals.

▪ First year as Chair (2017-2018) of the Membership Committee for the Michigan American Council on Education (MI-ACE) Women’s Network, tripled paid membership in one-third of the time and increased average paid memberships from 2.62 per week to 7.75 per week, strengthening the organization’s financial position over the previous year.
▪ Awarded a highly selective $14,000 Lumina Foundation grant for innovative dissertation research in the areas of student persistence and retention (2008-2009).
▪ Various technology and office equipment, and in-kind donations in excess of $50,000 to K-12 partners and not-for-profit community agencies (1999-2018).

SELECTED CONFERENCES, PRESENTATIONS, AND PUBLICATIONS

▪ Co-Presenter, Minneapolis YWCA Girls Rap 2019 Leadership Retreat, Minnesota State University-Mankato (2019).
▪ Moderator, Community Foundation for Muskegon County: The Stage, featuring Muskegon Covenant Academy, Muskegon Promise (scholars), and Boys and Girls Club--three high-profile, high-impact community partners. Frauenthal Center for the Performing Arts, Muskegon, Michigan (2016).
▪ Panelist, Mercy Health Partners, Black History Month Program, “Barriers to the Promise: An Educational Perspective.” Muskegon, Michigan (2010).
▪ Panelist, NASPA Student Affairs Administrators in Higher Education Conference (2011).

REFERENCES: Available upon request