The William Paterson University of New Jersey 300 Pompton Road Wayne, New Jersey 07470 (973) 720-2104

306 East 36<sup>th</sup> Street Paterson, New Jersey 07504 (973) 977-8533

**EDUCATION:** The College of William and Mary in Virginia

Ed.D., Higher Education, May 1991 Ed.S., Higher Education, May 1989

M.Ed., Educational Administration, May 1987 B.A., Music and Psychology, May 1984

### **WORK EXPERIENCE:**

William Paterson University of New Jersey, Wayne, New Jersey

Professor, Department of Educational Leadership and Professional Studies, and Director, Ed.D. in Leadership Program. July 2020 to present. Associate Professor with tenure (concurrent with administrative appointment), 2006-2019; Assistant Professor, 2001-2006.

Provides leadership for the newly-created Doctor of Education in Leadership Program (first cohort enrolled July 2021). Teaches courses in the Master of Arts/Higher Education Leadership Studies Program.

# Chief of Staff to the President and Board of Trustees, September 2010 -- June 2019.

For the President: provided administrative support for the University President and served as liaison to eleven direct reports (vice presidents) across five divisions. Served on the steering committee for the development of the tenyear Strategic Plan and co-authored yearly progress updates, and authored semi-annual report on NSSE Outcomes for Board and University Community (2011 - 2016). Developed and managed presidential five-year evaluation (2015), and chaired search committees for executive positions (Institutional Advancement, General Counsel, Enrollment Management, Provost) and provided principal logistical support for presidential search (2017). Chaired Commencement Speaker and Honorary Degree Committee and planned and executed two presidential investitures. Developed speeches, reports, and documentation for President and Board of Trustees. Managed constituent issues/complaints and President's Office functions and staff.

For the Board: managed and directed five annual Board and Committee Meetings, including the development of agendas and all supporting materials and choreography of public and private meetings. Served as close liaison to Board Chair and chairs of four standing committees on Board matters and for problem resolution. Managed the nominations process through the Governor's Appointments Office and on-boarded six new Trustees. With outside counsel, reviewed and updated Board Policies and Board Bylaws, and ensured compliance with all state requirements for Trustees. Served as liaison to Board and executive search firm for presidential search 2017.

# Executive Assistant to the Provost and Senior Vice President for Academic Affairs, March 1997 – August 2010.

Provided administrative support for academic and senior vice-president, including management of academic affairs budget and incentive grant program. Liaison to thirteen direct reports (associate vice presidents, college deans) in five colleges and academic administration. Authored Periodic Review Report for Middle States Accreditation (2005), coordinated Transfer Articulation Agreements with community colleges, and supervised the Small Business Development Center operations in Paterson, NJ. Served as acting assistant dean of Graduate Studies, and supervised Student Advisement, Academic Support, and Testing Center. Staff to Board of Trustees committees (Educational Policy, Finance and Audit, Minority Affairs), and served on numerous campus committees, including Academic Standards Committee and Advisement and Registration committees of the Faculty Senate, Academic Plan 2007-2012 Committee, Freshman Orientation, Academic Computing, Teaching, Learning, and Technology

Roundtable, and Library Advisory Committees. Chaired Convocation and University Day Committees, staff to Winter and Spring Commencement. Managed all executive personnel searches for academic affairs.

**Assistant Dean of the Faculty**, Stevens Institute of Technology, Hoboken, New Jersey. January 1996 - February 1997.

Responsible for academic advising of 1300 undergraduate engineering and science students. Designed and implemented teaching enhancement programs for graduate teaching assistants and adjunct faculty, and research opportunities for gifted students. Also served as primary institutional researcher, providing data analysis, synthesis, and documentation of information relating to students and faculty. Designed programs for outcomes assessment and student retention.

**Senior Research Associate**, New Jersey Institute for Collegiate Teaching and Learning, Seton Hall University, South Orange, New Jersey. August 1992 - January 1996.

Postdoctoral appointment to research issues that impact the college classroom. Extensive analysis of faculty roles and responsibilities; student development and diversity; and classroom teaching strategies and learning styles. Developed programs for Graduate Teaching Assistant Training (Stevens Institute of Technology), and Graduate Medical Education Residency Training (consortia of hospitals, coordinated by Seton Hall University). Also responsible for the design and implementation of statewide teaching initiatives, including the Mathematics Workshop Program; Faculty College; New Jersey Faculty Exchange; Educational Opportunity Fund Faculty Institute; and the New Jersey Basic Skills Faculty Institute.

#### **TEACHING EXPERIENCE:**

William Paterson University. Educational Psychology, Literacy and Learning, Freshman Seminar (undergraduate); Educational and Psychological Theories and Applications (graduate)

Adjunct Faculty, College of Education and Human Services, Graduate Program in Higher Education, Seton Hall University. *Curriculum and Instruction in Higher Education*.

## **GRANTS:**

Principal Investigator, "Reinvesting in the Disengaged Adult Learner: Implementation of an Online, Weekend, and Evening Program (O-W-E) for Degree Completion," funded by the State of New Jersey Commission on Higher Education, \$75,000, June 2009 – June 2010.

Project Coordinator, "Assessing the Teaching and Student Learning Outcomes of the Katz/Henry Faculty Development Model," funded by the Fund for the Improvement of Postsecondary Education, \$200,000, Sept. 1994 - Dec. 1995.

Studying the outcomes of faculty participation in the Partners in Learning program; coordinated the implementation of classroom observations, student surveys, faculty surveys, and faculty interviews with 24 faculty at four campuses. Authored final report.

Project Coordinator, "Organizational Barriers to the Adoption of Treisman-type Math Workshops: A Statewide Case Study," funded by the National Science Foundation, \$50,000, Aug. 1993 - Aug. 1994.

Studied the adoption of Treisman math workshops on seven campuses in the state; devised survey, interview protocols, and all data-gathering instruments; classroom observations; interviews with students, faculty, and administrators; extensive qualitative and quantitative data analysis; author of final report.

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Project Coordinator, "Developing Senior Faculty as Teachers," funded by The Pew Charitable Trusts, \$212,000, Aug. 1992 - June 1994.

Studied the roles of senior faculty as classroom teachers; administered campus incentive grants; analyzed data on 111 faculty and prepared summary report; analyzed survey data of 1900 students on 11 campuses and prepared reports for distribution to individual campuses; coauthored final report.

### **PUBLICATIONS:**

- Finkelstein, M. J., Seal, R. K., & Schuster, J. H. (1998). *The New Academic Generation: A Profession in Transformation*. Baltimore, MD: The Johns Hopkins University Press.
- Finkelstein, M. J., Seal, R. K., & Schuster, J. H. (1998). New Entrants to the Full-time Faculty of Higher Education Institutions. NCES Monograph NCES 98-252. Washington, D.C.: National Center for Education Statistics, Department of Education.
- Seal, R. K. (1996). "Assessing student experiences in a workshop approach to academic and social integration: A preliminary study at two community colleges." *Journal of Applied Research in the Community College*.
- Seal, R. K. (1996). "Reforming the mathematics classroom: If it works for calculus, will it work for pre-calculus and college algebra?" *UME Trends: News and Reports on Undergraduate Mathematics Education*, 7 (6). Washington, D.C.: Joint Policy Board for Mathematics.
- Finkelstein, M. J., & Seal, R. K. (1995). Review of *Handbook of College Teaching: Theory and Applications*, K. W. Prichard and R. M. Sawyer, eds. *The Journal of Staff, Program, and Organization Development*, Stillwater, OK.
- Finkelstein, M. J., & Seal, R. K. (1995, invited for publication). "Nurturing Our Most Precious Resource: What We're Learning About Promoting Faculty Vitality in Higher Education." *Metropolitan Universities*. Brookline, MA.
- Finkelstein, M. J., & Seal, R. K. (1995). "Vitalizing Senior Faculty." *The Department Chair: A Newsletter for Academic Administrators*, <u>6</u> (1). Boston, MA: Anker.
- Seal, R. K., & Jemmott, N. D. (1994). "Beginning a Statewide Dialogue: New Jersey Develops an Action Agenda." *Adjunct Info*, 2 (3).Cleveland, OH: Info-Tec, Inc.
- Seal, R. K. (1994). "Resources for Developing Senior Faculty as Teachers." In *Developing Senior Faculty as Teachers*, M. Finkelstein and M. LaCelle-Peterson, eds. New Directions for Teaching and Learning, no. 55, Spring 1994. San Francisco: Jossey-Bass.

### **PRESENTATIONS:**

- "Issues Relating to Student Development, Faculty Development, and Classroom Learning." Adjunct Faculty Institute (lecture series), Union County College, Cranford, NJ, Spring 1998, Fall 1996.
- "Some How-to's for Evaluating Faculty Development Programs." Professional and Organizational Development Network (POD) Annual Conference, Haines City, FL, October 1997.
- "The New Generation of Faculty: Changes and Implications from the Most Recent Data." American Association for Higher Education (AAHE) Annual Conference on Faculty Roles and Rewards, Atlanta, GA, January 1996.
- "Research on Faculty Issues: Current Studies by the New Jersey Institute for Collegiate Teaching and Learning."
  Guest lecturer, graduate course on Faculty and Students, University of Massachusetts at Amherst, October 1995.

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- "Who Are Your Students?" and "Defining Student-Centered Classroom Strategies." Greater Newark Alliance for Minority Participation Diversity Institute, September 1995.
- "Getting to Know Your Students" and "Establishing Authority in the Classroom." Teaching Assistant Training, Stevens Institute of Technology, Hoboken, NJ, August 1995 -- 2002.
- "Unmasking the Mask: Exploring the College Classroom." Teaching at the College Level, Minority Academic Career Doctoral Training Program, New Brunswick, NJ, July 1995.
- "Matching Teaching Styles and Learning Styles." Faculty Development Workshop, Interboro Institute, New York, NY, June 1995.
- "Faculty and Student Expectations of the College Classroom: Different Ideas, One Goal." Weekend College Adjunct Faculty Development, College of St. Elizabeth, Madison, NJ, May 1995.
- "Maintaining the Vitality of Senior Faculty." American Association for Higher Education (AAHE) Annual Conference on Faculty Roles and Rewards, Phoenix, AZ, January 1995.
- "De-isolating Students in the Basic Skills Classroom." New Jersey Basic Skills Faculty Institute, Long Branch, NJ, June 1994.
- "Overcoming Organizational Barriers to Teaching: The Adoption of the Treisman Math Workshop in New Jersey." American Society for Engineering Education, Middle Atlantic Section, Newark, NJ, November 1993.
- "Implementing an Innovative Teaching Strategy: The Adoption of the Treisman Math Workshop." New Jersey Association for Developmental Education Annual Conference, Jamesburg, NJ, November 1993.
- Moderator, Special Interest Group Discussion on Adjunct Faculty, New Jersey Association for Developmental Education Annual Conference, Jamesburg, NJ, November 1993.

#### **CONSULTANT:**

- Greater Newark Alliance for Minority Participation Diversity Institute: designed and implemented two one-day training sessions for fifty science and math faculty from colleges in northern New Jersey; to enhance minority students participation and success in science and math-related fields (1995)
- United States Service Corps: program evaluator for the Robert Fulton School in Philadelphia on the implementation of an urban school/community program, funded by Americorps (1994-95)

### PROFESSIONAL ACTIVITIES:

Leadership Paterson 2006-2007

#### PROFESSIONAL MEMBERSHIPS:

Association for the Study of Higher Education (ASHE)
Association of Institutional Research (AIR)
Professional and Organizational Development Network in Higher Education (POD)

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