

Paul Reifenheiser

EMPLOYMENT

Tompkins Cortland Community College

Administrator in Charge August 2021-Present

- Chief Executive Officer responsible for oversight of assessment, planning, budget, and management of all college operations, including our COVID-19 Response, emergency closure procedures, work with collective bargaining units, curriculum/degree conferral, facilities, personnel appointments, and strategic and financial planning
- Work with 7 Direct Reports, including all Vice Presidents
- Organize and lead President's Cabinet, a weekly meeting comprised of all Vice Presidents of the College; organize and lead Executive Council, comprised of President's Cabinet, the Director of Campus Police, and Executive Director of TC3 Foundation
- Organize and lead Monthly Town Halls -- which were recorded and simulcast -- to apprise campus of key events/information and to provide highlights and next steps related to the Strategic Plan
- Work with the College Foundation, including multiple donor visits, to increase collaboration between College and Foundation and to raise funds for key initiatives, including our revised Emergency Fund; took part in TC3 Foundation Executive Committee Meetings
- Represent the College with local press, including multiple interviews with *Tompkins Weekly*, the *Cortland Standard*, and the *Cortland Voice*
- Report monthly to the Board of Trustees to provide College updates
- Act as primary liaison with SUNY

Provost and Vice President of Academic Affairs 2018- Present

- Responsible for oversight of assessment, planning, budget, and management of the following departments: Workforce Development and Continuing Education (through 2020); Access and Equity Services; The Library; Tutoring; Academic Records; College Now (Concurrent Enrollment); Global Initiatives; and all academic programs
- Work with approximately 60-70 direct reports, including all full-time teaching faculty; reviewed appointments, promotion, excellence awards, and step increases for all direct reports
- Co-Chair and Executive Lead of Guided Pathways Steering Committee; held multiple Fall and Mid-Winter Day related sessions; presented at the Capstone Guided Pathways Institute for SUNY's First Cohort; attended all SUNY Guided Pathways Institutes since June 2018; organized and sought feedback on Guided Pathways Communities
- Executive Lead on organization and submission of approved application for Workforce Development Grant and Job Linkage Grant, totaling over \$3,400,000; Executive Lead on Strong Start to Finish Grant, Accelerating Pathways Grant, Placement Grant, and Bill and Melinda Gates Grant, totaling over \$80,000

- Organize and lead Academic Council -- a weekly meeting of key academic constituents -- and monthly Faculty Meetings
- Act as Accreditation Liaison Officer (ALO) with Middle States Commission on Higher Education; authored required supplemental reports to maintain accreditation in 2019
- Organized assessment overhaul based on recommendation from Middle States, including creation of Institutional Learning Outcomes, alignment of Programmatic and Student Learning Outcomes via curriculum mapping, creation of an Assessment Committee, and multiple related presentations and workshops
- Led strategic planning overhaul of Global Initiatives Office, creation of new positions and budget approaches; served as de facto Director of Global Initiatives Office since 2019
- Worked with key stakeholders to create and assess annually an Academic Plan, focused on increasing enrollment, retaining students, implementing Guided Pathways, and maintaining effective assessment
- Created and led Provosts Hour, a weekly meeting designed to allow anyone on campus to ask questions, voice concerns, and share triumphs
- Authored over 130 Provosts Posts (written every 1 to 2 weeks typically) designed to keep campus abreast of key developments in the Provosts Office
- Maintain Provost Communications Folder on SharePoint as an internal repository of key information
- Member of Labor Negotiation Team and administrative point person for Faculty Association
- Organize and chair Program Analysis Sub-Committee, designed to improved Academic Program Analysis and inform Program Review
- Oversaw review of Teacher's Manual, organized by key faculty (Dr. Anndrea Mathers and Dr. Aaron Decker)
- Crafted multiple polices and procedure documents designed to guide faculty through COVID-19 pandemic, including Course Outline Checklist, Course Modality Guidance, Final Exam Week Guidance, Instruction Guidance, and Guidance on Classroom Civility and Netiquette
- Worked closely with constituents on the following initiatives: block schedule revisions, OER process, promotion criteria and guidelines, non-credit remedial course creation, partnership with College Initiative Upstate, classroom review to upgrade furniture and lecture-capture upgrades, SUNY General Education revisions/feedback
- Member of Budget Committee, Curriculum Committee, Jedi Council on Registration Day (Co-Chair), and Strategic Planning Group for Farm to Bistro, Screening Committee for Director of Continuing Education and Workforce Development (Chair), Screening Committee for Director of Global Initiatives (Chair), Screening Committee (Co-Chair) for Applied Science and Technology Faculty
- Performed and organized annual teacher observations and student evaluation process for full-time faculty
- Represented the College in meetings with a variety of external constituents, including Cornell University, Ithaca College, TST BOCES, OCM BOCES, Cayuga Medical Center, Guthrie, and the City of Ithaca
- Review appeals for special consideration, grade appeals, student feedback, and program waivers; created online forms for each procedure
- Organized Academic Calendar for campus
- Member SUNY General Education Diversity Working Group, representing Community College CAOs

SUNY Sullivan County Community College, Loch Sheldrake, NY

Interim Vice President for Academic and Student Affairs, 2016-2017

- Responsible for assessment, planning, budget, and management of approximately 70% of all full-time employees
- Designed new curriculum in *Massage Therapy* and *Police Academy* and redesigned certificates in *Casino* through work with the Curriculum Committee and division chairs
- Served on the executive committee of the Hudson Valley Educational Consortium, a group consisting of six regional community colleges
- Began the process of assessing/crafting Institutional Learning Outcomes and evaluating their connection to Middle States General Education Requirements
- Revised division reports (to align with strategic planning) and evaluations (to align with division reports and promotion criteria)
- Organized promotion process and chaired the Promotion Committee for Faculty.
- Chaired the committee that produced the College's diversity plan
- Finalized the College's Applied Learning Plan
- Initiated revision to our Program Review (Assessment of Student Learning in the Major) to focus on improvements to teaching and learning
- Organized faculty development days focused on Starfish and Brightspace, ILOs, and student-centered classes
- Sent weekly updates to campus to keep faculty and staff informed about the work in the VPs office
- Oversaw reorganization to bring recruiting and admissions into the area of Academic and Student Affairs

Liberal Arts and Humanities Division Chair, 2010- 2016 and 2017-2018

- Performed evaluation, scheduling, budget, course creation and assessment, and hiring for a division that includes anthropology, composition, developmental writing, foreign language, geography, graphic design, history, humanities, literature, media arts, music, public speaking, and theatre
- Designed new programs in Theater Arts AA, English AA, Humanities AA, and History AA; redesigned programs in Digital Storytelling AS and Graphic Design AAS
- Chaired committee that redesigned the campus block schedule to increase engagement and ease of scheduling
- Co-designed a new first-year experience course focused on mentoring, service learning, a self-determination theory
- Chaired the Faculty Council and reorganized our shared governance committee model to be more inclusive and participatory
- Coordinated major revision of developmental English classes using the accelerated learning project and stretch models
- Streamlined general education assessment in multiple areas to improve changes to teaching and learning
- Created and coordinated a bridge program for students placed in developmental courses, using non-credit remedial courses.
- Coordinated partnership with the Hudson Link for Higher Education in Sullivan Correctional Facility
- Facilitated appreciative inquiries and helped craft our Strategic Plan while serving on the Strategic Planning and Institutional Assessment Committee

- Organized program reviews in Liberal Arts AA, Graphic Design AAS, and Digital Storytelling AS
- Revised the Honors Program to include service learning, individual research, and philanthropy into the curriculum.

Writing Program Administrator, 2005-2010

- Founded and chaired the Composition Committee
- Created a mentoring program, pairing new full-time faculty and adjuncts with experienced full-time instructors
- Streamlined placement procedures to increase reliability and ensure validity
- Revised and standardized learning outcomes in composition classes
- Organized in-house professional development workshops
- Created the *Writing Program Handbook*, which houses policies, position statements, assessment procedures, sample syllabi, suggested approaches, teaching advice, and more

Professor, Division of Liberal Arts and Humanities, 2008-2018

Associate Professor, Division of Liberal Arts and Humanities, 2006-2008

Assistant Professor, Division of Liberal Arts and Humanities, 2003-2006

Sullivan County Community College Department/College Service

- Chair of Curriculum Committee, 2016 – 2017
- Hudson Valley Educational Consortium Executive Board, 2016 – 2017
- Executive Committee Member, 2016 – 2017
- Chair of Academic Council, 2016- 2017
- Chair of the President's Council for Creation of a Diversity Plan, 2016-2017
- Faculty Student Association Member, 2016- 2017
- Chair of Division of Liberal Arts and Humanities, 2010 – 2016 and 2017-2018
- Chair of Faculty Council, 2013 - 2016
- Vice Chair of Faculty Council, 2009 – 2013
- Promotion Committee Chair, 2016-2017
- SUNY CAO Conference Participant, Summer 2016, Fall 2017, Summer 2017
- SUNY New Leadership Workshop Participant, 2017
- SUNY Community College Workforce Development and Continuing Education Meeting participant, 2017
- SUNY Regional Workshops Sponsored by SUNY Council on Assessment Participant, 2016
- Professional Staff Association President, 2008-2009
- Professional Staff Association Executive Committee Member, 2008-2016 and 2017
- Professional Staff Association Negotiation Committee Member, 2008 and 2016
- Metamorphosis (First Year Experience) Co-Creator and Trainer, 2013 - 2016
- Coordinator for Partnership Hudson Link for Higher Education, 2013-2016, 2017-2018
- SUNY Chancellor's Award Committee Chair (Teaching, Professional Service, Civil Service, Scholarship and Creative Activities, Faculty Service), 2013-2017
- Strategic Planning and Institutional Assessment Committee, 2012- 2014
- Organizer Faculty Development Day, 2016-2017
- Student Conduct Committee Member, 2010 - 2014
- Advisor, 2004- 2018

- President's Cabinet Member, 2011-2017
- LGSD Block Scheduling Committee Co-Chair, 2015- 2016
- Marketing Committee, 2012 – 2013
- Tenure Committee for Cindy Linden, Paula Cameron, Lynne Crockett, Steve Mercier, Rebecca Trenz, Gabe Rikard, James Keller, Dani Weber, Jessica Barkl 2005-2017
- Academic Council Member, 2010- 2017
- Appreciative Inquiry Facilitator, 2013
- Writing Program Administrator, 2005-2010
- Composition Committee Chair, 2005-2010
- Curriculum Committee Member, 2004- 2010
- Chair of English Faculty Hiring Committee, 2014-15
- Chair of Theatre/Speech Hiring Committee, 2013-14
- English Faculty Hiring Committee, 2004-2005 & 2007-2008 & 2009-2010
- Ethics Training Presenter for Resident Assistants, 2014 & 2015
- Vice President for Academic Affairs Hiring Committee, 2010
- Nursing Faculty Hiring Committee, 2011
- Academic Integrity Committee Chair, 2007
- English Placement Exam Reader, 2006- 2010
- T-III Development and Technology Committee, 2005- 2008
- Middle States Self Assessment Committee, 2011
- Ad Hoc Committee for Liberal Arts and Humanities Program Review, 2005 & 2010
- Ad Hoc Committee for Composition Handbook Adoption, 2008
- Ad Hoc Committee for General Education Assessment of Critical Thinking, 2005
- Ad Hoc Committee on Defining Humanities/Courses, 2007
- Ad Hoc Committee on the Liberal Arts Curriculum, 2007
- Ad Hoc Committee on Block Scheduling/Calendar Co-Chair, 2006-2008
- Ad Hoc Composition Committee, 2004-2005
- Ad Hoc Committee on High School/ College Program, 2008
- Ad Hoc Committee on Standard Course Outlines, 2008
- Promotion Workshop Presenter, 2007, 2008
- SCCC Annual Honors Writing Conference Judge, 2004-2011
- Faculty vs Staff Softball Game Organizer/Player, 2007 -2011
- Resident Assistant Mentor, 2006 -2011
- Fiction Reading with Author, Todd Pierce Co-Organizer/Co-Sponsor, 2006
- Modern Drama Field Trip Coordinator, 2007 & 2008

Florida State University, Tallahassee, FL

Visiting Instructor, English Department, 2001-2003
Teaching Assistant, English Department, 1996-2001

Florida State University Department Service

- Literature Pedagogy Guest Lecturer, 2002
- ACES (Advisory Council of English Students) Representative, 1999 – 2001
- First-Year Writing Mentor, 1999-2000
- PIE (Program for Instructional Excellence) Presenter ,2000
- First-Year Writing Textbook Selection Committee, 1997-1998

- First-Year Writing Teacher's Guide Committee: Reorganized and edited *Teacher's Guide to First-Year Writing* (a supplement for teaching assistants), 1998
- Test teacher for potential First Year Writing textbooks, 1998
- *The Inkwell* (F.S.U's online teaching source for exercises etc.) Contributor ,1997-1998
- *Teacher's Guide to First Year Writing* Contributor, 1998
- Pedagogy Workshop for first year teaching assistants Guest Lecturer, 1997-1999
- Computer Classroom Workshop Guest Lecturer, 1998
- ENC-1102 Assignment Workshop Leader, 1998
- McCrimmon Award for First-Year Writing Judge, 1997- 1998
- *Journal of Beckett Studies* Editorial Assistant, 1997-1998
- *Florida State University Reading/Writing Center Online* Designer and Webmaster, 1998-2000

EDUCATION

Florida State University, Tallahassee, FL

Ph.D. English December 2001

Field: American Literature/Critical Theory

Dissertation

Specters of Apostasy: The Postmodern Crossing of U.S. Literature and Religious Studies in the 1960s. The dissertation focuses on texts of the 1960s that both chronicled and fueled the burgeoning religious shift from modernism to postmodernism

Dissertation Director: W.T. Lhamon, Jr.

St. John's University, Jamaica, NY

M.A. English, May 1996

Villanova University, Villanova, PA

B.A. English, May 1994

ACADEMIC GRANTS AND HONORS

- SUNY Chancellor's Award for Teaching Excellence, 2008
- Honorary Member Phi Theta Kappa, 2008
- Russell Reaver Award for Outstanding Dissertation in American Literature, 2002
- Florida State University Dissertation Research Grant, 2000
- Fred L. Standley Award for Excellence in Teaching First-Year Writing, 2000

TEACHING EXPERIENCE

Tompkins Cortland Community College (2019)

- ENGL 201 Public Speaking (1 section)

SUNY Sullivan County Community College (2003-2018)

- DEN 1003 Writing Studio (1 section)
- ENG 1001 Composition I (15 sections + 4 honors)
- ENG 1003 Composition I with Writing Studio (1 section)
- ENG 1301 Fundamentals of Speech (27 sections)
- ENG 2001 Introduction to Literature (1 section)
- ENG 2005 Composition II (10 sections + 4 honors + 2 online + 4 hybrid)
- ENG 2030 Comic Vision (1 section)
- ENG 2117 American Literature I (2 sections)
- ENG 2118 American Literature II (6 sections + 1 online)

- ENG 2122 Modern Novel (1 section + 1 online)
- ENG 2123 Twentieth Century Literature (1 section)
- ENG 2142 Modern Drama (3 sections)
- ENG 2145 Toni Morrison (1 section)
- ENG 2150 The Short Story (4 sections)
- ENG 2288 American Popular Culture (1 section + 1 honors)
- ENG 2926 African-American Literature (1 section)
- ENG 2933 Women in Literature (1 honors section)
- HUM 1214 History of American Popular Music (1 section)
- IAS 1004 Metamorphosis (1 section)

Hudson Link for Higher Education with SUNY Sullivan (2013-2018)

Courses taught in Sullivan Correctional Facility

- ENG 2150 The Short Story (2 sections)
- ENG 2117 American Literature I (1 section)

SUNY New Paltz (2005-2009)

- ENG 41439 20th Century American Novel (1 section)
- ENG 332 American Literature II (1 section)
- ENG 469 Young Adult Literature (1 section)

Elderhostel (2009)

- Religion and Literature in Early America (1 section)

Bard Prison Initiative (2004-2008)

Courses taught in Woodbourne Correctional Facility

- HUM 099 Fundamentals of Grammar (3 sections)
- HUM 204 Modern Novel (1 section)
- HUM 100 Fundamentals of Speech (1 section)

Florida State University (2001-2003)

Responsible for all facets of teaching, course design, text selection, and evaluation

- AML 3024 American Literature Since 1875 (4 sections)
- AML 3311 Major Figures in American Literature (3 sections)
- AML 4121 20th Century American Novel (1 section)
- ENG 3014 Critical Issues in Literary Studies (2 sections)
- ENG 3682 Multi-Ethnic American Literature (1 section)
- ENG 4680 Studies in Ethnic Literature (1 section)
- ENG 4934 Senior Seminar (1 section)
- LIT 3383 Women in Literature (4 sections)
- LIT 4304 American Popular Culture (1 section)

Florida State University (1996-2001)

Responsible for all facets of teaching, course design, and evaluation

- ENC 1101 First-Year Writing Composition and Rhetoric (8 sections + 1 honors)
- ENC 1102 First-Year Writing with Literature (5 sections + 1 honors)
- ENC 1145 Writing About Utopia (1 section)

- LIT 2081 Contemporary Literature (2 sections)
- LIT 2020 The Short Story (7 sections)

PUBLICATIONS

- “Silent Spirituality: Religion, *Angels in America*, and the Contemporary American Literature Classroom” (*Teaching American Literature: A Journal of Theory and Practice*. Fall 2007 :1/4)
- “The Art of Academic Diplomacy: How to Finesse Departmental Politics as a Grad Student,” *Finding Our Way: A Writing Teacher’s Sourcebook*. Edited by Wendy Bishop & Deborah Coxwell Teague (Houghton-Mifflin 2003). Co-authored with Dan Melzer.
- “Interpretive Bondage: Reader-Response, Authorial Intention, and Gilman’s ‘The Yellow Wallpaper,’” *Reading the Writing on the Wall-paper: Pedagogical Approaches to Charlotte Perkins Gilman’s “The Yellow Wall-paper.”* Edited by Jeffrey Weinstock (Peter Lang 2002)
- Review of Robert C. Fuller’s *Stairways to Heaven: Drugs in American Religious History*. (*Journal of the American Academy of Religion* Summer 2003: 71/2)

CONFERENCE PRESENTATIONS

- “SUNY Micro-Credentials: Powerful Tools to Support Access and Success” Panel Presentation: NYCCT (New York Community College Trustees) Conference (Albany, November 2019)
- “Breaking Down Silos to Build Better Pathways” Panel Presentation: SUNY Guided Pathways Institute #6 (Ithaca, NY June 2019)
- “Using Service and Mentoring to Help First-Year Students Succeed.” League for Innovation in the Community College (Boston, March 2015)
- “‘Tearing Down the Wall’: Bridging Institutional Differences through Third Wave Collaborative Faculty Development.” CCCC Workshop Presenter (San Francisco, March 2009)
- “Boring to Write, Torture to Read: Upending Myths about Student Literacy.” Fallsburg Central School District’s Superintendent’s Day. (Loch Sheldrake, NY April 2004)
- “Tracing Nihilism: Post-Secular Spirituality and Postmodern Literature.” American Comparative Literature Association. (San Diego, CA: April 2003)
- “Fishing for Icarus: Ishmael Reed Riffing on M.L.K, Malcolm X, and the End of Modern Religion.” Modern Language Association Annual Conference. (New Orleans, LA: December 2001)
- “Reinventing Religion: Atwood’s *Surfacing* as Literary Expression of Daly’s *Beyond God the Father*.” Graduate Student Panel: Department of English, FSU. (Tallahassee, FL: November 2000)
- “Sex, Drugs, and Buddhism?: Jack Kerouac and Aldous Huxley’s Influence on the Counterculture.” Popular Culture Association Annual Conference. (New Orleans, LA.; April 2000)
- “The Gospel According to Samuel: Beckett’s *The Lost Ones* as a Self-Annihilating Religious Text.” The Capital of Ruins, Beckett’s Prose Fragments: A One Day Symposium. (London, United Kingdom; June 1999)
- “Thou Art God: Heinlein’s *Stranger in a Strange Land* and America’s Religious Postmodern Shift,” Southwest Popular Culture Association Conference. (Lubbock, TX.; January 1998)

- “Pressuring the Gods: Kazan’s *On the Waterfront* and O’Connor’s ‘The River’ as Visions of 1950s Religious Objectification and Purification.” Florida State University Film and Literature Conference. (Tallahassee, FL.; January 1997)

CONFERENCE PANELS MODERATED/ORGANIZED

- Moderator: *Literature and the Post-Secular II Seminar*, American Comparative Literature Association Conference. (San Diego, CA: April 2003)
- Organizer/Moderator: *Specters of Apostasy: Postmodernity, 1960s U.S. Literature, and Religion*, Modern Language Association Annual Conference, sponsored by the Literature and Religion Division. (New Orleans, LA: December 2001)

COMMUNITY SERVICE/ PROFESSIONAL SERVICE

- Member Tompkins County Chamber of Commerce Executive Committee 2021-Present
- Town of Bethel Green Committee, 2013- 2016
- Performed in SUNY Sullivan Productions of *Ragtime*, *Assassins*, and *Marshall County Line*, 2015-2017
- Monticello Central School District Elementary Task Force Committee Member, 2012-2013
- Bethel Lions Club Member, 2009- 2018
- Boys and Girls Club Celebrity Dinner Volunteer/Organizer, 2012-2018
- Monticello Little League Board Member, 2012- 2016
- Monticello Little League Coach, 2010- 2016
- *Tallahassee Animal Shelter* Volunteer, 2002