

# Joseph S. Leopold

## PROFESSIONAL ADMINISTRATIVE EXPERIENCE

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Student success is the central focus of St. Petersburg College (SPC), which was founded in 1927 as St. Petersburg Junior College, Florida's first two-year institution of higher education. Today the college stands as a multi-campus four-year public institution with 10 learning sites throughout Pinellas County, home to a million residents. SPC serves more than 49,000 students each year, awarding more than 6,000 degrees and certificates, and was the first state college to offer bachelor's degrees (25 in across the academic disciplines and workforce needs).

SPC is presently the largest provider of online education in the Florida College System (FCS); approximately 10% of all the online education offered through the 28 community colleges is offered by SPC. For SPC, online courses at the associate's, bachelors, and certificate level comprise 30% of overall enrolment in fall and spring semesters and more than 50% in summer.

I have served in a variety of positions that has provided support to or been a leading member of SPC.

College-wide Dean of Communications, May 2016 – Present  
SPC, Multi-campus

### Responsibilities:

- Provide vision and leadership for ten academic departments – Composition, Speech, Foreign Languages, American Sign Language, and ESL/EAP, Developmental Reading and Writing, and upper division courses in Mass Communication and Educational Interpreting
- Provide direct supervision for five faculty Academic Chairs and 57 full-time faculty, including annual evaluations and course schedules over 6 campuses and online
- Collaborate with other Deans, Provosts, and administrators to support strategic initiatives to be communicated and implemented to all faculty
- Assist students in resolving course scheduling and other academic concerns, including appeals
- Develop, prepare, and update program course material by overseeing 3-year course reviews, General Education Outcomes, development of standard courses, and implementation of new programs
- Oversee equipment/materials and resources utilized with the program in concert with campus Provosts
- Responsible for overseeing the attendance management system which includes analysis of the PeopleSoft attendance reports for compliance with the college attendance and withdrawal policy for students
- Responsible for achieving the enrolment course/section productivity goals of the college and improving student success outcomes

- Provide the functional integration of programs for efficiency and ease of operation to ensure student satisfaction and consistency across campuses
- Support excellent in teaching by auditing courses to identify areas of concern and will lead review/assessments of programs, activities, and faculty as appropriate
- Keep abreast of new and emerging trends in instructional technology and distance learning.

## **College-wide Director of Learning Resources, May 2011 – Present**

SPC, District Office

### Responsibilities:

- Provide college-wide leadership to library and learning support services on all campuses and sites
- Work closely with campus provosts and deans in assessing student and faculty teaching and learning needs, and in designing and implementing learner-centered strategies to address them
- Plan and supervise the college-wide budget (\$6 million) for libraries and learning centers serving more than 64,000 students on 10 campuses
- Work closely with the Sr. VP of Instruction and Academic Programs and Sr. VP of Student Services in the development of learning support systems, strategies, and technologies to promote student success
- Work with faculty to integrate learning resources and services into all instructional all modalities, including emergent trends in the online learning environment
- Work closely with campus provosts in planning for all new building and renovation of all existing facilities
- Direct various ongoing initiatives with college joint-use partners and other community stakeholders
- Provide accountability and oversight to the Learning Resources Leadership Team for implementation of all team decisions
- Assist in the development, implementation, and evaluation of the college's Student Life Plan Retention Policy related to student completion and success
- Provide college leadership on all library services pertaining to SACS accreditation
- Provide leadership to make changes in Learning Centers that contributed to a 68% increase in student use of college-wide facilities and services
- Work closely with 200 full-time faculty to provide 4,500 hours of support for student learning beyond the classroom
- Supervise department grants to promote student access to community resources and manage scholarship funds related to student achievement and academic excellence
- Establish a Virtual Learning Commons to serve as a (learning and service) site for students enrolled in online courses
- Arrange, negotiate, and execute vendor contracts related to online support for teaching and learning, plagiarism detection, and tutoring services

- Serve as a member of the college-wide Achieving the Dream Leadership Team related to the nationally recognized initiative working toward improving student retention and success
- Represent the college to Lone Star College, Houston, TX (2012, 2013) to explore student services intended to promote academic pathways, increase retention, and provide career advising
- Represent the college to San Jose State University, San Jose, CA, and Lone Star College, Houston, TX to gather information on joint-use libraries in preparation for the construction of a new \$14 million library

## Department Chair for Social and Behavioral Sciences, July 2008 – May 2011

SPC, Clearwater Campus

### Responsibilities:

- Assisted the Dean at the campus level
- Planned and directed the Social and Behavioral Sciences department
- Advised students in program planning, course selection, and career guidance
- Maintained campus department office
- Hired, supervised, and evaluated more than 30 adjunct faculty
- Planned and managed department budgets
- Planned and organized events that promoted civic engagement and globalism
- Participated in the planning and creation of the new Ethics & Social Science building
- Taught 3 classes fall and spring and 2 in summer
- Partnered with the provost's office to resolve student academic and behavioral issues
- Accompanied and taught Study Abroad students (Northern Ireland, 2010)
- Accompanied students to Model United Nations competition in (New York, 2011)

## TEACHING, LEARNING, AND LEADING EXPERIENCE

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Assistant Professor of Communications, August 1991 – July 1997

Professor of Social and Behavioral Sciences, August 1997 – May 2008

SPC, Tarpon Springs Campus

- Taught a full array of courses in communications (letters) including basic writing, freshman composition and rhetoric, American literature sequence, and creative writing
- Taught courses in political science including American national government, international relations, and comparative government
- Taught courses in anthropology including– introduction to anthropology, cultural anthropology, and seminar in anthropology
- Taught Honors courses in English and political science as well as interdisciplinary courses using a “learning community” model that combined two or more disciplines to provide integrated, impactful pedagogy to Honors students and students engaged in Study Abroad programs
- Taught blended and online courses since 2001 across several disciplines

- Developed relationships with the University of Ulster and Northwest Regional College in Derry/Londonderry, Northern Ireland, that have led to faculty exchanges in the social sciences (2012-2014)
- Sponsored the creation of a new student literary magazine, *Mutant Ear* (1994)
- Served on college-wide Curriculum and Instruction Committee (1992-1994) and SACSCOC reaccreditation team (1997-1998)
- Fostered academic excellence through the use of emergent pedagogies and technologies using Apple equipment and software products
- Developed curriculum for College of Education baccalaureate course, History of American Education (2008)
- Provided research-based instruction to students using college electronic databases
- Developed and team taught interdisciplinary course (Cultural Evolution) with science faculty
- Presented at annual Fall Faculty professional development meeting (1994, 1998)
- Accompanied and taught Study Abroad students (Costa Rica, 2004-2005)

#### College-wide Faculty Senate President (2005-2008)

- Served as college-wide leader for all full-time faculty
- Presented Faculty Senate updates at Fall Faculty Welcome Back (2005-2007)
- Worked closely with Sr. Vice President of Academic Affairs on new faculty orientation, training, and professional development and issues related to academic freedom and college-wide instructional consistency
- Worked closely with Sr. Vice President of Student Services on student-faculty engagement, specifically strategies to promote student persistence and retention
- Chair, Academic Honesty Committee (2007), producing *Report on Academic Honesty* (2008)
- Represented SPC at the Center for Academic Integrity's International Conference, Newport News, VA (2007)
- Sponsored proposal to create a Common Course Platform for courses taught online (2007)

#### EDUCATION

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Doctor of Philosophy, Barry University, Miami Shores, FL, 2020, Education and Leadership: Higher Education Administration, *Dissertation: The Role of Community College Department Chairs in Implementing Student Success Initiatives: A Narrative Inquiry*

Master of Arts, Florida State University, Tallahassee, FL, 1990  
Creative Writing

Bachelor of Arts, Florida State University, Tallahassee, FL, 1987  
English

Additional Certifications:

- The Chair Academy's Academy for Leadership and Development (2010-2011)
- Florida Chancellor's Leadership Seminar (2012)
- SPC's Pathways to E-Learning, Levels 1, 2, and 3 (2009)
- SPC's Introduction to MyCourses, Desire2Learn (2014)

PRESENTATIONS AND PROFESSIONAL ACTIVITIES

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- Co-presenter, The Chair Academy's 20<sup>th</sup> Annual International Leadership Conference – Strategic Leadership, *Suitcase Leadership: Responding to the Challenges of Study Abroad* (2011)
- Member and Presenter, Student Life Plan Committee (2011)
- Participant, Achieving the Dream's Annual Conference (2013, 2014)
- Presenter, The College Experience Wednesday Reports (2012 - 2016)
- Participant, Collaborative Labs Engagement, Learning Resources Professional Development: *Helping Students and Faculty Succeed Through Out-of-Class Support* (2011-2013)
- Guest Speaker, SPC and The Poynter Institute's Writing with Integrity Conference, *From Noise to Knowledge: Making the Transition Across Disciplines* (2013)
- Guest Speaker, Presidential Scholarship Reception (2013)
- Guest Speaker, Pinellas County's 100<sup>th</sup> Year Anniversary, *Transportation Then and Now* (2012)
- Co-presenter, National Institute for Staff and Organizational Development, *The Student Life Plan Retention Policy*, (2012)
- Presenter, SPC Board of Trustees, *A New Model for Learning Beyond the Classroom* (July, 2011)
- Author, White Paper, *A New Model for Learning Resources* (2011)
- Author, White Paper, *Improving the New Model for Learning Resources* (2012)
- Presenter, SPC's Achieving the Dream Faculty Scholarship Series, *Out-of-Class Support* (2013)
- Presenter, SPC's All College Day, *Where We At: People, Places, and Programs in Learning Resources* (2013)
- Presenter, *Transforming Libraries and Learning Centers at St. Petersburg College and Ensuring Student Success Through Out-of-Class Support*, Association of Florida Colleges, and Learning Resources' Region V Spring Conference (2014)
- Presenter, *Ensuring Student Success Through Out-of-Class Support*, 25<sup>th</sup> Annual International Conference on Teaching and Learning (2014)
- Co-Presenter, *The College Experience*, and Presenter, *Ensuring Student Success Through Out-of-Class Support*, The League for Innovation in the Community College's The Learning Summit (2014)

- Team Member and Presenter, A Next Generation Online Learning Initiative – Organizational Structure (2013)
- Presenter, 19<sup>th</sup> Annual Sloan Consortium’s International Conference on Online Learning, Sloan-C, *Standing at the Crossroads: Course Redesign and Developmental Education Reform* (2013)
- Participant, Florida Department of Education, Division of Florida Colleges’ 8<sup>th</sup> Annual Connections Conference – Focus on the Future (2013)
- College Representative to the Florida Virtual Campus Members Council on Library Services, state-wide quarterly meetings (2011-2014)
- College Representative to the Learning Resources Standing Committee, state-wide quarterly meetings (2011-2014)
- Member of College Team to the Southern Association of Colleges and Schools Commission on Colleges Annual Conference (2011-2013)