

Carla A. DeLucia

EDUCATION

Northeastern University, Boston, MA

April 2021

Doctor of Education, Higher Education Administration

Thesis: Factors that Contribute to the Success of First-Year Students Enrolled in an Online Summer Remedial Mathematics Course at a Large Selective Research University

Boston University, Boston, MA

September 2006

Master of Arts in Teaching, Mathematics Education

Hobart and William Smith Colleges, Geneva, NY

May 2005

Bachelor of Science in Mathematics, Cum Laude

RELEVANT EXPERIENCE

University of Rochester, School of Nursing, Rochester, NY

Assistant Dean for Student Affairs

November 2021 – Present

- Engage in short and long-range planning for student services including program services and budgets
- Oversee school-wide holistic admissions review. Serve as a resource to the admissions office and admissions committees to support the implementation and ongoing evaluation of holistic review processes and scholarship support practices
- Provide input for required annual reporting to ensure academic programs are meeting required benchmarks related to student success
- Participate in the continual evaluation of programs and processes to optimize student support services, advisement, and student resources
- Oversee all student academic grievances and cases of academic and professional misconduct
- Provide leadership and oversight of the collection and analysis of data concerning student experiences and outcomes
- Utilize predictive data analytics to support academic success and student persistence
- Review student financial hardship requests in collaboration with the Senior Education Administrator and Director of Student Affairs
- Supervise Director of Student Affairs and Director of Admissions and Enrollment Management
- Work collaboratively with the Registrar's Office

Rochester Institute of Technology (RIT), Rochester, NY

Associate Director, University Advising Office

October 2018 – November 2021

- Lead the RIT Advisors' Council of over 300 members, including identifying appropriate meeting topics, developing activities and presentations, and facilitating discussions related to RIT processes and best practices
- Coordinated and facilitate professional development opportunities and onboarding training for all advisors
- Analyzed feedback from session participants and share information with appropriate stakeholders to continuously improve services
- Evaluated and report on advising assessment data, including Noel Levitz, NSSE, and university-wide surveys
- Co-chaired second-year advising committee, charged with developing and implementing required second-year advising for all RIT students
- Maintained and updated university-level advising handbook
- Lead search committee for vacant advisor positions in all colleges at RIT; often multiple openings in different colleges concurrently
- Created and disseminate communications weekly to highlight noteworthy advising and community updates
- Served as representative for the University Advising Office on New Student Orientation committee

Fisher College, Boston, MA

Associate Dean, Academic Affairs

January 2018 – October 2018

Assistant Dean, Academic Affairs

August 2014 – January 2018

- Supervised the Director of the Academic Advising Center, Manager of the Academic Center for Enrichment and Director of the Office of Student Accessibility Services and managed services provided by these offices
- Managed and taught the first-year seminar course, including course curriculum and faculty oversight
- Hired, trained, and supervised 15 peer mentors for the first-year seminar course each academic year
- Oversaw academic advising, including development and oversight of the academic advising model and advised caseload of 50 students

- Provided faculty advisor training, maintained and updated advising handbook each semester, and communicated academic policies to faculty and between departments
- Co-led the predictive analytics committee to provide early targeted outreach to at-risk students
- Analyzed data from surveys and group discussions to evaluate the effectiveness of advising programs, tutoring programs, the first-year seminar program, and other academic success programs
- Managed the Satisfactory Academic Progress process, including policy development and implementation
- Designed and supervised the Math Boot Camp and Math Accelerator programs

Babson College, Wellesley, MA

Assistant Director, Student Financial Services

January 2009 – August 2014

- Performed verification, determined eligibility, and awarded undergraduate and MBA students federal and institutional financial aid
- Coordinated financial aid for weekly MBA admission process, state scholarships, semester abroad and short-term offshore courses, and annual endowed scholarship funds

Fisher College, Boston, MA

Financial Aid Counselor, Loan Coordinator

July 2007 – January 2009

- Performed verification, determined eligibility and awarded students financial aid
- Guided and educated students and parents in financial aid process

Framingham High School, Framingham, MA

Mathematics Teacher

August 2006 – June 2007

- Taught statistics, honors algebra, and remedial algebra
- State of Massachusetts Mathematics (8-12) teacher certification

Pearson Education, Inc., Boston, MA

Freelance Writer

December 2005 – March 2007

- Converted short answer math questions to multiple-choice questions and created distractors using ExamView

POSTSECONDARY TEACHING EXPERIENCE

University of Rochester, School of Nursing, Roch NY

Fall 2022 - Present

Statistics for Evidence-Based Practice in Health Care

Rochester Institute of Technology, Rochester NY

Fall 2019 - December 2021

College Algebra, First Year Seminar

Fisher College, Boston MA

Fall 2014 – Summer 2018

Intro to Statistics, Elementary Algebra, Fundamentals of Algebra, First Year Seminar, Study Abroad: Ireland

Babson College, Wellesley MA

Fall 2009 – Fall 2013

First Year Seminar

SELECTED CONFERENCE PRESENTATIONS

“Helping Tigers Earn Their Stripes: One University's Approach to Proactive Annual Advising.” The Global Community for Academic Advising (NACADA) Region 1 & Region 2 Conference, Virtual. 2021

“An Innovative Online Program Increases Student Success in Mathematics.” University Professional and Continuing Education Association (UPCEA) Conference, Providence, RI. 2018

“Mathematics Summer Bridge Program Success: First Semester and Beyond.” Annual Conference on the First-Year Experience, San Antonio, TX. 2018

“Lessons from Digital Learning Innovation Award Winners.” New Media Consortium, Cambridge, MA. 2017

RECOGNITION

Fisher College: Earned the 2016 Online Learning Consortium Digital Learning Innovation Award for use of WebAssign to implement the Math Boot Camp and Math Accelerator programs

William Smith College: Received the 2021 Alumnae Citation Award given by the William Smith Alumnae Association

SERVICE

Rochester Institute of Technology, Rochester, NY
NACADA Web Events Advisory Board Member

July 2020 – November 2021

Hobart and William Smith (HWS) Colleges, Geneva NY
William Smith Alumnae Council Historian
HWS Club of Boston Alumni Relations Volunteer

July 2019 – June 2022
November 2005 – June 2015

Fisher College, Boston MA
Academic Integrity Committee Chair
Golden Key International Honor Society Advisor

September 2015 – October 2018
September 2015 – October 2018

Babson College, Wellesley, MA
Massachusetts Association of Student Financial Aid
Administrators (MASFAA) Early Awareness and
Outreach Committee Member
MASFAA Conference Committee Member

September 2010 – August 2014
September 2008 – August 2010