

Kathleen Minik
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Milwaukee, WI 53219
(414) 378-8214

PROFESSIONAL EXPERIENCE

2022-present	Senior Research Associate Assessment and Outreach Center Alverno College
2001-2022	Senior Research Analyst Assessment and Outreach Center Alverno College
1990-2001	Research Analyst Assessment and Outreach Center Alverno College

EDUCATION

MA	1989	Sociology University of Wisconsin, Milwaukee
BA	1987	Major: Sociology; Minor: German University of Wisconsin, Milwaukee Honors: Phi Beta Kappa, Phi Kappa Phi

SUSTAINABILITY-RELATED INVOLVEMENT

- 2021-present. Committee member for Alverno Commits to Sustainability, focusing on alternative transportation (bikes, buses, walking) and encouraging native landscaping.
- 2021-present. Volunteer in the Wisconsin Master Naturalist program

PROFESSIONAL PROFILE

Contributed to a variety of research and evaluation studies to support retention and persistence of students. Responsible for understanding project needs, identifying proper data sources, developing and managing student data sets, making judgments about data usability, ensuring integrity of data, analyzing data with statistical procedures, and developing reports to communicate research findings.

Work well collaboratively and independently to develop reporting that addresses college questions and serves to support decision-making. Have developed increased analytic and programming skills and have increased responsibility for reporting of data. It is important to me to develop meaningful reporting that provides results in context. It is also important to me to support efforts in addressing issues of equity and being aware of any gaps in achievement so they can be addressed.

EXPERIENCE IN DATA MANAGEMENT, ANALYSIS, AND REPORTING

- Contributed to development and implementation of the Alverno Longitudinal Tracking System for research on student learning and retention. Developed processes to maintain integrity, including checking and documentation processes.
- Responsible for ongoing development and maintenance of the Alverno Longitudinal Tracking System.
- Experienced in managing a variety of project-specific SPSS student data sets.
- Have served as campus project manager for the National Survey of Student Engagement (NSSE).
- Analysis and reporting of the National Survey for Student Engagement.
- Collaborate to provide reporting of student satisfaction surveys.
- Support program evaluation and accreditation needs.
- Support grant proposals and evaluation.
- Institutional research contact for our college's participation in Higher Education Regional Alliance (HERA)
- SPSS skills include using programming code to write syntax files for optimal use and efficiency.
- Extensive experience with merging data, cleaning data files, and recoding data.
- Create codebooks for documentation of files.
- Structure files to facilitate government reporting needs.