

JEFF BOLSTER
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EXPERIENCE

July 2018 – present

Vice President for University Services

Office of the President

Point Loma Nazarene University, San Diego, California

Currently facilitate the strategic administration of:

- Campus Facilities
- Public Safety
- Instructional Technology Services
- Barnes & Noble Bookstore operations
- Sodexo Food Services
- Camps and Conferences
- Emergency Operations Planning
- Mail Services and Reprographics.
- Campus Master Planning and Conditional Use Permit
- Remodels and renovations
- All new construction
- Operational budgets of \$18 million
- Approximately 350 employees
- Scope includes three campus locations in San Diego, five community college based partnerships and one campus location in central California

July 2008 – June 2018

Dean of Students & Director of Residential Life

Title IX Investigator

Office of Student Development

Point Loma Nazarene University, San Diego, California

Lead administrator for:

- Educational, restorative programs for campus student conduct
- Partnerships with Residential Life, Wellness Center, Department of Public Safety, Community Service Partners, Athletics, the Behavioral Intervention Team and Academic Affairs
- Title IX investigations, in collaboration with Title IX Officer, in-house counsel and external counsel
- Logistics of annual New Student Orientation for undergraduate campus. 400+ returning student volunteers, flagship student and parent events and move in day hospitality and welcome programs.
- Senior administrator for Residential Life. 1900 beds in 11 on and off

- campus housing units
- 65 student leaders and 15 full time professional staff
- Annual revenue generation of \$16 million
- Annual operational budgets over \$1 million

July 2012 – present

Adjunct Faculty (courses listed below)

National University School of Business and Management, Certified Core
Adjunct Faculty

University of San Diego School of Leadership and Education Studies

Point Loma Nazarene University, Graduate and Professional Studies (including
Adult Degree Completion, School of Education and School of Business)

Aug. 2004–July 2008

Director of International Outreach

Point Loma Nazarene University, San Diego, California

Facilitated the undergraduate, international volunteerism program. Worked through community partners abroad, along with alumni volunteer leaders. Personally served as onsite leadership in Costa Rica, Chile, Portugal, Rwanda, Brazil, Paraguay, Uruguay, Argentina, Australia, Fiji, Sicily, Mexico, Hawaii, Ecuador and Bulgaria

Jan. 2003–July 2003

Volunteer International Work Team Coordinator

North Andean Field Office
Quito, Ecuador.

Aug. 1994–Dec. 2002

Office of Student Development

Point Loma Nazarene University

More details available upon request. Promoted and role expanded through these early professional years...

Director of Community Outreach (8/00–12/02)

Director of Special Projects (9/97–7/00)

Coordinator for Special Projects (9/96–9/97)

Coordinator of Commuter Programs (9/94–8/96)

Intern for Commuter Programs (8/93–8/94)

INSTITUTIONAL COMMITTEES

Western Associates Schools and Colleges Accreditation Steering Committee: Administrative group tasked with leading recent accreditation efforts. Awarded 10 year accreditation from WASC (longest possible award)

Strategic Enrollment Planning Committee: Multi-departmental group tasked with closing a multi-million dollar budget shortfall as well as developing and vetting revenue-generating programs. Both tasks accomplished.

Title IX Committee (Level One Coordinator certified, Lead Administrator of Investigative Team)

Future Initiatives Think Tank Committee: Multi-disciplinary committee purposed with developing innovative and collaborative educational programs.

Enrollment Management and Operations Committee: Multi-departmental group working to ensure highest possible quality in enrollment and retention.

Summer School Task Force: Data analysis group asked to investigate possibility of enhancing summer school enrollment and retention.

New Student Orientation Executive Planning Committee: Campus wide group managing all aspect of the onboarding and integration of our first year and transfer students.

Summer Planning Group: Ad hoc group brought together to reduce Camps & Conferences, Residential Life & Campus Facilities scheduling and project conflicts during the summer.

Retention Task Force: Multi-departmental group looking at innovative ways to raise overall retention rates for undergraduate students.

Vocational Reader Committee: Multi-disciplinary group working with a grant from the Lilly Foundation's Vocation Exploration Initiative that offered the opportunity to develop an edited book on the topic of vocation.

GRADUATE LEVEL TEACHING

National University Graduate School of Business and Management

LED 608: Seminars in Leadership (Marine Core Recruit Depot), September 2012

LED 609: Capstone Thesis Research (online), November 2012

LED 609: Capstone Thesis Research (online), March 2013

LED 602: Developing Groups and Teams (online), July 2013

LED 620: Worldview and Adult Development, September 2013

LED 690: Capstone Thesis Research (Marine Core Recruit Depot), October 2013

LED 690: Leadership Capstone Project (online), November 2013

LED 604: Leading Change and Adaptation (Marine Core Recruit Depot) March 2014

LED 603: Leadership in the 21st Century, April 2014

LED 690: Capstone Thesis Research (online), June 2014

LED 690: Capstone Thesis Research (online), September 2014

LED 690: Capstone Thesis Research (online), December 2014

LED 690: Capstone Thesis Research (online), March 2015

LED 690: Capstone Thesis Research (online), September 2015

LED 690: Capstone Thesis Research (online), December 2015

LED 690: Capstone Thesis Research (online), December 2016

Point Loma Nazarene University Graduate School of Business and Management

BUS 665: Organizational Communication. Graduate School of Business and Management 5th Year MBA Program. Summer 2014

BUS 665: Organizational Communication. Graduate School of Business and Management 5th Year MBA Program. Summer 2015.

BUS 665: Organizational Communication. Graduate School of Business and Management 5th Year MBA Program. Summer 2017.

BUS 648A: Leading with Integrity, Character. Graduate School of Business and Management. Fall 2017

BUS 648B: Leading with Integrity, Service. Graduate School of Business and Management. Fall 2017

BUS 648C: Leading with Integrity, Purpose. Graduate School of Business and Management. Fall 2017

MGT 320: Organizational Behavior. Undergrad School of Business and Management. Spring 2018

BUS 665: Leadership Communication. Graduate School of Business and Management 5th Year MBA Program. Summer 2018.

BUS 665: Leadership Communication. Graduate School of Business and Management 5th Year MBA Program. Summer 2019.

Point Loma Nazarene University Graduate School of Education

GED 674: Emerging Adult Developmental Theory. Summer 2014

GED 674: Emerging Adult Developmental Theory. Summer 2015

GED 674: Emerging Adult Developmental Theory. Summer 2016

GED 674: Emerging Adult Developmental Theory. Summer 2017

Course Development of fully online version of GED 672. Summer 2017

GED 672: Philosophy of Education. Fall 2016 (online)

GED 672: Philosophy of Education. Spring 2017 (online)

GED 672: Philosophy of Education. Spring 2017 (online)

GED 672: Philosophy of Education. Spring 2018 (online)

GED 672: Philosophy of Education. Summer 2018 (online)

GED 674: Emerging Adult Developmental Theory. Summer 2018

GED 672: Philosophy of Education. Fall 2018 (online)

GED 672: Philosophy of Education. Spring 2019 (online)

GED 672: Philosophy of Education. Summer 2019 (online)

Point Loma Nazarene University Graduate and Professional Studies

SCL 302: Group and Organizational Behavior. Adult Degree Completion Program. Summer 2015

SCL 302: Group and Organizational Behavior. RN to BSN Program. Fall 2015

MRD 303: Effective Interpersonal Relationships. Adult Degree Completion Program. Fall 2016

MRD 301: Personal Leadership Development. Adult Degree Completion Program. Spring 2016

SCL 302: Group and Organizational Behavior. RN to BSN Program. Spring 2016

SOL 601: Assessing Leadership Skills. MA in Organizational Leadership. Fall 2016

MRD 320: Capstone Research. Adult Degree Completion Program. Fall 2016 (hybrid)

SOL 601: Assessing Leadership Skills. MA in Organizational Leadership. Spring 2017

University of San Diego, School of Leadership and Education Studies

LEAD 569: Meaning Making and the Collegiate Experience, Fall 2014

LEAD 569: Meaning Making and the Collegiate Experience, Fall 2015

LEAD 569: Meaning Making and the Collegiate Experience, Fall 2016

PUBLICATIONS & PRESENTATIONS

- Bolster, J. (October 2017). "Ask An Administrator Anything." Open Forum with Undergrads: Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2017). "Nial Horan's Dirty Laundry." Point Loma Nazarene University. New Student Orientation. San Diego, California.
- Bolster, J. (August 2017). "A Cycle of Making Decisions About Alcohol." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2016). "Dating Advice from Selena Gomez." New Student Orientation. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2016). "A Cycle of Making Decisions About Alcohol." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (February 2016). "Understanding The Violence Against Women Act." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (February 2016). "Student Conduct Response: A Growth Plan Model." Annual National Conference: Association for Student Conduct Administrators. St. Petersburg Beach, Florida
- Bolster, J. (October 2015). Panel Organizer and Moderator: "Disaster Preparedness at PLNU." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California
- Bolster, J. (October 2015). "Alcohol, Drugs and the PLNU Student Conduct Process." First Year Leadership Forum. Point Loma Nazarene University. San Diego, California.
- Bolster, J. & Wolf, M. (August 2015). "Perspectives on Collaborative Leadership." Student Leader Training: LEAD Week. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2015). "Getting High with Justin Bieber." New Student Orientation. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2015). "Mapping the PLNU Undergraduate Experience, a Qualitative Study." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2015). "A Cycle of Making Decisions About Alcohol." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (May 2015). "Student Development Theory: Mapping the Experiences of the College Years." Point Loma Nazarene University Athletic Department Professional Development Day. San Diego, California.

- Bolster, Jeff. (2015). *I Can't Be Your Princess. Facing the Challenge of Sexism in Student Life.* In Julie, Allyson and Tate Pedersen, Bettina (Eds.) *Facing Challenges: Feminism in Christian Higher Education and Other Places.* Newcastle upon Tyne: Cambridge Scholarship Publishing.
- Bolster, J. (January 2015). "Big Questions During the College Years." Annual Conference: Hawaii International Conference on Education. Honolulu, Hawaii.
- Bolster, J. (August 2014). "Ariana Grande Goes to College." New Student Orientation. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2014). "A Cycle of Making College Decisions." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (August 2014). "Mapping the PLNU Undergraduate Experience, a Qualitative Study." Student Development Staff and Student Leader Training. Point Loma Nazarene University. San Diego, California.
- Bolster, J. (April 2014). "Student Development Theory and the Work of Student Conduct." National webinar hosted for the Association for Student Conduct Administrators.
- Bolster, J. (February 2014). "Student Development Theory: Mapping the Experiences of the College Years." Annual National Conference: Association for Student Conduct Administrators. St. Petersburg Beach, Florida.
- Bolster, J. (January 2014). "Mapping the Experiences of the College Years." Annual Conference: Hawaii International Conference on Education. Honolulu, Hawaii.
- Bolster, J. (May 2013). "Mapping the PLNU Undergraduate Experience, a Qualitative Study." Annual Retreat: PLNU Office of External Relations. La Quinta, California.
- Bolster, J. (January 2013). "What Do They Say? Students Share Their Perspectives on Mentoring." Annual Conference: Hawaii International Conference on Education. Honolulu, Hawaii.
- Bolster, J. (April 2012). "Students Upon Arrival." Forum on Youth Ministry and the Current Cultural Context: Point Loma Nazarene University Center for Pastoral Leadership. San Diego, California.
- Bolster, J. (October 2011). "What Do They Say? Students Share Their Perspectives on Mentoring." Annual Conference: Society for the Study of Emerging Adulthood. Providence, Rhode Island.
- Bolster, J. (June 2011). "What Do They Say? Students Share Their Perspectives on Mentoring." Annual Conference: North American Coalition for Christian Admissions Professionals. San Diego, California.
- Bolster, J. (May 2011). Unpublished Dissertation: *What Do They Say? Students from a Private, Faith-Based University Share Their Perspectives on College as a Mentoring Environment.* University of San Diego, School of Leadership and Education Sciences. San Diego, California.

- Bolster, J. (Feb. 2011). "A Collaborative Approach to First Alcohol Offenses: Public Safety, Residential Life, and Wellness." Annual National Conference: Association for Student Conduct Administrators. St. Petersburg Beach, Florida.
- Bolster, J. (Nov. 2010). "Blame It On the Alcohol? We Were Intended for More." Chapel Presentation. Point Loma Nazarene University. San Diego, California.
- Bolster, J. & Horning, K. (Oct. 2010). "Sexual Harassment and Hazing: Prevention Training for Young Adults and Those Who Work with Them." Changing Faces: Changing Opportunities & Campus Climates for Women & Men Conference. Abilene Christian University. Abilene, Texas.
- Bolster, J. & Horning, K. (Aug. 2009). "Understanding and Preventing Sexual Harassment and Hazing on the College Campus." L.E.A.D. Week Leadership Training Conference for Undergraduates. Point Loma Nazarene University. San Diego, California.
- Bolster, J. & Cordeiro, P. (March 2008). "Forging a Collective Identity for Educational Leadership around the World." AERA Annual Conference. Division A: International Committee. New York, New York.
- Bolster, J. (April 2008). "The Future of the Scholar-Practitioner: Integrated Lives, Integrated Leadership." Roundtable discussion at International Leadership Association Annual Conference. Los Angeles, California.
- Bolster, J. (April 2008). "Is It Worth It? Challenges and Opportunities in Using Undergraduates as International Volunteers." Paper presentation at Global Theology Conference. Amsterdam.
- Bolster, J. (May 2001). Unpublished MA Thesis: "A Struggle with Hope: Evaluation of Faith-Based Initiatives in Post-Genocide Rwanda." Point Loma Nazarene University, Graduate School of Theology. San Diego, California.

MEMBERSHIPS AND ASSOCIATIONS

- Association for Student Conduct Administration (2007 - 2018)
- Association for Student Conduct Administration National Board of Directors (May 2016 – February 2017)
- American College Personnel Association (2006–present)
- National Association of Student Affairs Professionals (2007 - 2018)
- International Leadership Association (2006 – present)
- Association for Christians in Student Development (2006 – present)
- Council for Christian Colleges and Universities (1996 – present)
- Society for the Study of Emerging Adulthood (2011 – present)
- Council for the Advancement of Standards National Board (appointed March 2017)
- Association of College and University Housing Officers-International (March 2018 –present)

EDUCATION

- Ph.D. **University of San Diego**
Leadership Studies with an Emphasis in Higher Education, 2011
- M.A. **Point Loma Nazarene University**
Theology, 2001
- B.A. **Point Loma Nazarene University**
Religion, 1993