

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 16

DATE:

January 18, 2005

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents appoint Dominic Criscuolo to a three-year term on the Board of Directors of the Academy for Business and Technology; Mia Bennett to a three-year term on the Board of Directors of the Edison Oakland Academy; and Kelly Elam to a three-year term on the Board of Directors of Great Lakes Academy.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on the Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

Academy for Business and Technology

Dominic Criscuolo is a sales agent for the Tom James Company of Ann Arbor, an international personal clothing firm. Before joining Tom James, he was employed as an operations supervisor for the Allied Automotive Group in Wayne. Criscuolo earned a Bachelor of Business Administration degree from Northwood University in Midland.

Edison Oakland Academy

Mia Bennett is employed as an assistant portfolio manager at the Union Heritage Capital Management Company in Detroit where she is responsible for evaluating, managing and monitoring large cap equity investment portfolios. She was previously employed at Kmart Corporation in Troy for five years. Bennett earned a Master of Business Administration from Wayne State University and a Bachelor of Business Administration from Western Michigan University. She is also a Certified Public Accountant in Michigan.

Great Lakes Academy

Kelly Elam is a child home daycare provider. She was office manager at Great Lakes Academy for one year and has three children enrolled in the Academy. Elam attended Oakland Community College.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

DOMINIC M. CRISCUOLO

OBJECTIVE

Seeking a career with a forward thinking company that will allow me to use my skills to grow its revenues and earn a substantial income.

EXPERIENCE

2000 – Present

Tom James Company, Ann Arbor, Michigan

Sales Professional

- Responsible for direct selling to individuals for an international personal clothing company.
- Cultivate, develop and maintain 100% of clientele.
- 2001 and 2002 top ten new business producer.
- Three time President's Honor Club member.
- 2001 #8 rookie of the year.

1997 – 2000

Allied Automotive Group, Wayne, Michigan

Operations Supervisor

- Manage terminal with 3.6 million dollars in annual revenue.
- Responsible for customer service. (On Time Delivery)
- Direct liaison between company and Ford Motor Company.

1994 – 1997

E&L Transport Company, Wayne, Michigan

Operations Supervisor, 10/95 – 1/97, Wayne Assembly Plant

- Managed union employees in handling of all new vehicles.
- Supervised all maintenance of facility.
- Generated direct billing with Ford Motor Company.

Assistant Ramp Manager, 1/95 – 10/95, Kentucky Truck Plant

- Managed forty union employees and two supervisors in shipment of new vehicles by rail.
- Organized and executed the start-up of this operation.

Quality Assurance Representative, 6/94 – 1/95 Corporate Office

- Liaison between E&L Transport Company, automobile dealerships, municipalities and Ford Motor Company.
- Represented company in Ford Motor Company Quality Meetings.

EDUCATION

1990 - 1994

Northwood University, Midland, Michigan

Bachelor of Business Administration – Cumulative G.P.A. 3.62/4.0

Major: Marketing and Management

Minor: International Business

REFERENCES

Furnished Upon Request

Kelly Elam

Objective: To secure a position with a progressive corporation in which I can apply my experience to accomplish company goals.

Qualifications

I feel my successful experience and high motivation level reinforced by professional attention to details makes me an excellent candidate for consideration. I am a quick learner and self-starter. I also have the ability to assume responsibilities, meet deadlines, and work well under pressure.

Education

- 1993-1998 Oakland Community College, Auburn Hills, MI
1988-1992 Pontiac Northern High School

Experience

- 2001-present Child Care Provider, Home Daycare**
Provide a safe and nurturing environment for children; Prepare meals and basic learning skills for children
- 2000-2001 Office Manager, Great Lakes Academy**
Answer incoming calls; Responsible for taking incoming messages for school staff and students; responsible for the enrollment of new students; Input data into computer; Responsible for the ordering of supplies that are needed for the school; Assist the principal in any way that is needed.
- 1999-1999 PBX Operator, St. Joseph Mercy Hospital**
Answer incoming calls; Responsible for taking incoming messages for doctors and inputting them into the computer; Responsible for paging doctors and hospital staff; Input data into computer; Faxing info to various hospitals.
- 1996-1997 Customer Service Representative, Ross Roy Group**
Responsible for contacting Chrysler Leasing customers; Address customer questions and concerns; Responsible for mailing info to customers; Responsible for inputting customer and vehicle info into computer; Responsible for maintaining correct attitude when in contact w/ irate customers; Responsible for faxing info to various dealerships.
- 1994-1995 Customer Service Representative, Consumer Market Analyst**
Answer incoming calls from Ameritech Cellular customers; Address customer questions and concerns; Responsible for inputting customer info into computer; Responsible for processing customer credit; Responsible for keeping calls out of the queue; Responsible for faxing info to Ameritech dealers; Responsible for maintaining correct attitude in fast paced call center.

Special Skills and Abilities

- *Computer literate
- *Knowledge of office equipment
- *Multi-line telephone
- *Group leadership
- *Customer Service Education, St. Joseph Mercy Hospital
- *Child Care Training and Certification

CAREER OBJECTIVE

Desire a challenging opportunity whereby I can apply my experience and education.

EDUCATION

August 1997

Master of Business Administration

Wayne State University; Detroit, MI

April 1988

Bachelor of Business Administration

Western Michigan University; Kalamazoo, MI

Major: Accounting

Minor: Economics and General Business

CREDENTIALS

Certified Public Accountant - Michigan

CAREER EXPERIENCE

October 2003 – Present

Assistant Portfolio Manager

UNION HERITAGE CAPITAL MANAGEMENT; Detroit, MI

Responsible for assisting Sr. Portfolio Manager in managing, evaluating, and monitoring large cap equity investment portfolios for institutional clients (~\$200 million in assets under management). Analyzes and monitors investment risk and other activities to ensure compliance with investment guidelines. Prepares periodic performance reports for external clients as well as internal portfolio management and conducts industry and economic research.

October 2002 – August 2003

Director, Compensation and Human Resource Finance

KMART CORPORATION; Troy, MI

Developed salary structure and guidelines for all components of compensation (base, bonus and stock options), developed compensation philosophy, prepared job evaluations using market survey data to assess proposed salary increases for incumbents and compensation packages for newly hired executives; coordinated with consultants to determine stock option values using Black-Scholes and administered expatriate compensation program. Developed and administered annual bonus plans, severance plans, executive perquisite programs and administered bankruptcy court-approved retention bonus program. Prepared materials for Compensation and Incentives Committee meetings and updated the annual Proxy. Also developed and monitored \$200 million HR expense budget, \$300 million healthcare budget, analysis of IBNR reserve, severance reserve and other ad hoc analysis. Also managed the lease car program for ~300 field drivers.

May 2002 – October 2002

Director, Executive Compensation and Human Resource Finance

August 2000-May 2002

Assistant Director, Executive Compensation and Benefits Finance

June 2000-August 2000
MBA Rotational Analyst –
Merchandise Finance

July 1999-June 2000
MBA Rotational Analyst – Investor
Relations

*(Assumed Role of Investor Relations
Divisional Vice President from
February 2000 – June 2000 when
Divisional Vice President resigned.)*

July 1998-July 1999
MBA Rotational Analyst – Strategic
Planning and Forecasting

March 1997-July 1998
Sr. Internal Auditor

March 1995 - March 1997
Sr. Financial Analyst

February 1994-March 1995
Manager-Corporate Accounting
and Treasury

March 1993-February 1994
Sr. Financial Analyst

March 1991-March 1993
Sr. Internal Auditor

September 1988-March 1991
Sr. Auditor

REFERENCES

KMART CORPORATION; Troy, MI.

Analyzed the Christmas catalog for the toy division, specifically gathering and analyzing historical and current plan advertising costs, marketing strategies, revenues generated, etc. in order to assist buyers with decision making strategy for current year. Prepared similar financial analysis including industry and competitor data for sporting goods division. Software used: Makoro and Project Workbench

KMART CORPORATION; Troy, MI.

Provided communications flow to and from key Kmart constituencies, ensured the investment community fully and fairly valued Kmart securities, reviewed and prepared financial models used by Wall Street analysts, managed disclosure of developments in business, responded to shareholder inquiries, prepared presentation materials for senior management participating in various road shows, and oversaw the stock purchase plan. Prepared the annual Kmart Fact Book, project managed the annual investor field day, conducted road shows, prepared and distributed earnings, sales and other financial press releases and managed conference calls.

KMART CORPORATION; Troy, MI.

Forecasted monthly balance sheet and cash flow to determine estimated debt balance and interest expense, prepared three year financial plan (income statement, balance sheet and cash flow statement) various ad hoc assignments (i.e., cost savings/cost avoidance opportunities, study of urban market penetration, and the impact of closing Kmart stores.)

KMART CORPORATION; Troy, MI.

Conducted financial and operational audits at the corporate level.

HENRY FORD HEALTH SYSTEM; Detroit, MI

Prepared financial analysis for business plans used by management in decision making (i.e., Henry Ford/First Optometry Partnership Venture), developed third party payer specialty contract reimbursement rates.

AMERITECH ADVERTISING SERVICES; Troy, MI

Managed 5 financial analysts and 2 clerical staff people, prepared consolidated financial statements, responsible for cash management, performed financial analysis and accounting research using FASB, SAS and EITF pronouncements, performed due diligence for acquired companies.

AMERITECH ADVERTISING SERVICES; Troy, MI

Prepared the \$6 million and \$3 million annual budgets and 3-year financial plans for the marketing group.

AMERITECH CORPORATE; Troy, MI

Conducted financial, operational and compliance audits.

ARTHUR ANDERSEN AND COMPANY; Detroit, MI

Conducted financial audits of companies within various industries.

Available upon request.