

# THOMAS M. KIRNBAUER

Website: [kirnbauer.rbind.io](http://kirnbauer.rbind.io)  
[Tom.Kirnbauer@gmail.com](mailto:Tom.Kirnbauer@gmail.com) – (631) 905-5566

## EDUCATION

Ph.D. Candidate in Higher Education (*Expected Graduation: Fall 2020*) Indiana University, Bloomington  
*Dissertation Title: "Giving Credit Where Credit is Due: How Socioeconomic Status (SES) Moderates Student Success in Higher Education"*  
*Minor: Data Science*  
*Graduate Certificate: Institutional Research*  
Masters of Arts (M.A.) in Higher Education Administration Stony Brook University  
Masters of Business Administration (M.B.A.) Stony Brook University  
Bachelor of Arts (B.A.) in Political Science Stony Brook University

## TECHNICAL SKILLS

Statistical and Visualization Software: SPSS, Tableau, Python, RStudio  
Data Management: SQL, MongoDB, XML, MS Office (Excel/Access/Word/PowerPoint), Qualtrics

## RELEVANT EXPERIENCE

**PROJECT ASSOCIATE – NATIONAL SURVEY OF STUDENT ENGAGEMENT (NSSE)** 08/2017 to Present  
*Indiana University*

- Assist with the cleaning and management of large-scale survey data (1M+ rows)
- Create and revise SPSS Syntax to conduct data analysis and deliver reports on a regular basis
- Design and build comprehensive Tableau dashboards for the Faculty Survey of Student Engagement (FSSE)
- Conduct data checks to ensure the quality of reports delivered to institutions
- Use RStudio to create ad-hoc reports that contributed to the NSSE Psychometric Portfolio
- Co-supervise an informatics-major student intern in the redesign of the NSSE website

  
**FELLOW – NATIONAL CENTER FOR EDUCATION STATISTICS (NCES) DATA INSTITUTE** 01/2019 to 06/2019  
*Indiana University*

- Selected as one of 30 fellows nationwide to participate in the six-month institute sponsored by NCES/AIR
- Collaborated with a group of six researchers to develop a policy brief using public NCES data
- Crafted an executive summary and an infographic of our results using Tableau
- Attended a 3-day meeting in Washington, D.C. and presented our research about socioeconomic status

  
**GRADUATE INTERN – INSTITUTIONAL RESEARCH & DECISION SUPPORT (IRDS)** 08/2018 to 12/2019  
*Indiana University Purdue University Indianapolis (IUPUI)*

- Supported the IRDS Director with analyzing NSSE data and providing ad-hoc reports
- Created a Tableau dashboard to visualize institutional results of the NSSE survey
- Assist with data cleaning and analysis on various IRDS projects and initiatives

  
**ADMINISTRATIVE DIRECTOR – UNDERGRADUATE STUDENT GOVERNMENT (USG)** 01/2014 to 08/2017  
*Stony Brook University*  
*Fiscal Oversight & Staff Supervision*

- Managed and provided oversight of the annual student activity fees operating budget of \$3.5 Million

- Supervised two professional employees – the Ticket Office/Inventory Manager (exempt) & Administrative Assistant (non-exempt)
- Reduced the average processing time by 33% for 2,000+ annual expenditure requests (vouchers)
- Supervised up to 15 student staff including the front desk, elections board, judiciary, and office assistants
- Ensure proper adherence of USG internal controls (constitution, financial bylaws, legislation) as well as FSA policies, SUNY Chancellor's guidelines, and University policies/procedures

#### *Student Leadership & Event Supervision*

- Provided support, advisement, and leadership development to the members of the USG Executive Council
- Planned, advised, and executed the Student Activities Board events, with a cumulative attendance of 40,000+ students, and an annual budget of \$630,000+ (i.e. Concerts, Homecoming, and other Traditions)
- Served as primary organizer for the Roth Pond Regatta event, won NACA Best Campus Tradition Award
- Directly responsible for the contract negotiations, security plans, and logistics for all major USG events

#### *Manage USG Operations and Club Advising*

- Significantly increased collaboration with the Department of Student Engagement and Dean of Students Office to better advise 150+ clubs/organizations on all event planning and budgetary-related matters
- Utilize Financial Edge accounting system to provide students and administrators with various financial reports on a frequent basis – club detailed activity, vendor activity, outstanding check, etc.
- Provided ad-hoc financial reports including budget projections, expenditure reports, and more

### **BOARD OF DIRECTORS, VICE-PRESIDENT – FACULTY STUDENT ASSOCIATION**

09/2013 to 08/2017

#### *Stony Brook University*

#### *Management & Administration*

- Assisted with the overhaul of the meal plan structure to suit the needs of the student body
- Co-founded and advised the Student Voice on Campus Dining Committee, which provides a formal feedback mechanism for students input on all dining related concerns
- Thoroughly reviewed, evaluated, and adopted an annual \$45+ Million budget
- Co-chaired Project 50 Forward Committee to provide recommendations for organizational efficiencies

#### *New Vendor Bid/Contract Process*

- Worked under the direction of the VP of Student Affairs and served on the Bid Selection Committee that evaluated, selected, and executed a 5-year dining contract, with Sodexo, worth \$150+ Million
- Served on the Bid Selection Committee for course materials and retail services, selecting Amazon and Barnes & Noble College, collectively worth \$35+ Million

### **OTHER LEADERSHIP EXPERIENCE**

### **LEADERSHIP TEAM MEMBER – RED WATCH BAND CARE TEAM**

09/2014 to 08/2017

#### *Stony Brook University*

- Served on the leadership team which advocated for alcohol bystander intervention program
- Facilitated 20+ Red Watch Band trainings on campus which doubled student participation year-over-year

### **BOARD OF DIRECTORS, MEMBER – STONY BROOK CHILD CARE SERVICES, INC.**

07/2014 to 01/2017

#### *Stony Brook University*

- Reviewed, evaluated, and adopted an annual operating budget of \$2.8+ Million
- Served as Chair of the Audit Committee and established a new set of financial controls for the center

### **CONFERENCE PRESENTATIONS**

**Kirnbauer, T & BrckaLorenz, A. (2020).** Developing Transferable Skills for the Public Good. To be presented at the American Education Research Association (AERA) Annual Meeting, San Francisco, CA.

BrckaLorenz, A., Fassett, K., & **Kirnbauer, T.**, & Washington, S. (2019). Getting lost at the crossing? Tips for assessing intersectional experiences. Program presented at the Assessment Institute, Indianapolis, IN

**Kirnbauer, T** & BrckaLorenz, A. (2019). *Tableau tips and tricks*: Building dynamic dashboards with survey data. Poster presented at the Association for Institutional Research (AIR) Forum, Denver, CO.

BrckaLorenz, A., Fassett, K., & **Kirnbauer, T.** (2019). Aggregate measures: Development, creation, and validation. Poster presented at the Association for Institutional Research (AIR) Forum, Denver, CO.

#### **OTHER LEADERSHIP POSITIONS AND PROFESSIONAL AWARDS**

Best Campus Tradition Award, National Association for Campus Activities (NACA) – *February 2017*

Frederick R. Preston Student Affairs Partnership Award – *July 2015, July 2017*

Search Committee Member, Director of Student Engagement & Activities – *Fall 2016*

Search Committee Member, Student Affairs Communications Manager – *Fall 2015*

Search Committee Member, Associate Director of Student Activities – *Fall 2014*

Outstanding Leadership & Service Award, SBU College of Business – *May 2014*

Graduate Assistant, College of Business – *September 2012 to December 2013*

Treasurer, Graduate Student Organization – *July 2013 to January 2014*

Eagle Scout, Boy Scouts of America – *2009*