

# Daniel D. Seitz

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## ***Professional Higher Education Experience and Non-profit Consultation***

### **Executive Director**

**2004-Present**

COUNCIL ON NATUROPATHIC MEDICAL EDUCATION, Great Barrington, MA

- Responsible for overall administrative and fiscal management of CNME, a U.S. Department of Education-recognized accrediting agency for naturopathic doctoral programs in the U.S. and Canada.
- Work collaboratively with the Board of Directors and committees to carry out the Council's work.
- Represent CNME before the U.S. Department of Education and other agencies.
- Responsible for writing and revising agency publications.
- Develop and update accreditation policies, procedures and standards; facilitate strategic planning.
- Handle communications with member colleges, regulatory agencies, legislative bodies, and the public.
- Oversaw quadrupling of reserve funds to cover one year of operating expenses.

### **Consultant and Facilitator for Non-profit Organizations**

**2001-Present**

- Assist non-profit organizations in bylaws and policy development, administrative restructuring, applying for tax-exempt status, and other governance and administrative matters.
- Facilitate board and committee meetings to ensure effective discussion and decision-making.
- Facilitate and guide strategic planning process for non-profit organizations.
- Assist in drafting marketing and promotional materials.
- Guide higher education institutions through accreditation and degree authorization processes.
- Assist in designing fundraising campaigns.
- Partial client list: Gestalt Int'l Study Center, Options for Children in Zambia, Int'l Assn. of Yoga Therapists, Nat'l Ayurvedic Medical Assn., CTSB-TV, Five Branches U., American Nutrition Assn., Alchemy Initiative, American Tibetan Medical Assn.; Higher Self Yoga; Acupuncture Society of MA.

### **Consultant and Founding Dean, Grad. Programs in Acupuncture and Oriental Medicine 2001-2003**

NEW YORK CHIROPRACTIC COLLEGE, Seneca Falls, NY

- Oversaw the development of new master's degree programs in acupuncture and Oriental medicine.
- Guided development of the program mission and curricula.
- Engaged in strategic planning and developed program budgets.
- Identified and interviewed potential faculty members and administrative staff.
- Co-wrote successful application to New York State for master's degree-granting authorization.
- Developed program marketing materials and recruitment strategies.

### **President**

**1992-2001**

NEW ENGLAND SCHOOL OF ACUPUNCTURE (NESA), Watertown, MA

- Responsible for overall administrative and fiscal management of NESA.
- Gained authority from Massachusetts Board of Higher Education to award two master's degrees.
- Increased annual revenues from \$850,000 to \$3.8 million, eliminated deficit and created reserve fund.
- Tripled size of the college's facilities to 44,000 square feet; established a new, expanded clinic facility.
- Developed institution-wide strategic plans, student recruitment strategies and promotional materials.
- Increased enrollment to 270 students, a 250 percent increase.
- Developed clinical and research affiliations with other institutions, including Harvard and Tufts U.
- Created annual fund and engaged in fundraising; initiated alumni newsletter.
- Created faculty ranking system; developed personnel policies; increased salaries and benefits.

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## ***Volunteer Service***

### **NATIONAL ORGANIC STANDARDS BOARD 2016-Present**

- Serve as a public interest/consumer member on the 15-member federal advisory board under the U.S. Dept. of Agriculture (USDA) responsible for setting the USDA organic certification standards.

### **DR. ROBERT C. AND TINA SOHN FOUNDATION 2013-Present**

- Serve as a board member of foundation providing grants to a broad spectrum of non-profit organizations with missions related to the environment, healthcare and the arts.

### **BERKSHIRE CO-OP MARKET BOARD OF DIRECTORS 2007-Present**

- Serve as board president (2008 – 2017) and treasurer (2018 – current) for a cooperatively run whole foods grocery store with \$8.5 million in annual revenues, promoting local, fair trade and organically produced food.
- Led initiative to reincorporate BCM as a cooperative organization under Massachusetts law and draft a new set of corporate bylaws; revised Board's policy governance manual.
- Co-led initiative to expand the store; meet with community leaders on behalf of the Co-op.

### **KRIPALU CENTER FOR YOGA AND HEALTH 2006-2013 ADVISORY BOARD, KRIPALU SCHOOL OF AYURVEDA**

- Advised KSA Dean on degree authorization and other academic matters. Met with MA Board of Higher Education official on behalf of Kripalu and spoke at a KSA fundraising event.

### **NEW YORK CHIROPRACTIC COLLEGE 2003-2010 ACUPUNCTURE AND ORIENTAL MEDICINE ADVISORY COMMITTEE**

- Provided advice on accreditation, program development, curriculum and other matters.
- Commencement speaker for NYCC School of Acupuncture and Oriental Medicine, 2007.

### **SPECIAL COMMISSION ON COMPLEMENTARY AND ALTERNATIVE 2000-2002 MEDICAL PRACTITIONERS**

- Served on 12-member commission created by Massachusetts State Legislature to review proposed legislation to license naturopathic medicine in Massachusetts.

### **ACCREDITATION COMMISSION FOR ACUPUNCTURE AND 1996-2001 ORIENTAL MEDICINE**

- Chaired commission, 1998-2001.
- Engaged in strategic planning and development of accreditation standards for new doctoral degree.

### **COUNCIL OF COLLEGES OF ACUPUNCTURE AND ORIENTAL MEDICINE 1992-2001**

- Mission/Bylaws Committee chair, 1996-2001; Executive Committee member, 1995-1997.

## ***Education***

### **UNIVERSITY OF MASSACHUSETTS – BOSTON EdD, 2009**

- Doctoral degree in higher education administration with a focus on leadership and change.  
Dissertation Title: *Integrating Contemplative and Student-Centered Education: A Synergistic Approach to Deep Learning.*  
Received Higher Education Department dissertation research scholarship.

### **BOSTON UNIVERSITY SCHOOL OF LAW JD, 1985**

### **UNIVERSITY OF CHICAGO MAT, 1980; BA, 1977**

### ***Other Professional Experience***

**Presenter, CCMA** **2013, 2014**

- Presented workshops on board governance at the annual conference of the Consumer Cooperative Management Association.

**Dean of Administration** **2003-2004**

JOHNSON STATE COLLEGE, Johnson, VT

- Responsible for oversight of financial and business operations, facilities operations, human resources, bookstore and dining services; reduced payables; worked with facilities director to develop campus renovation plan and arrange state funding for renovations.
- Established campus environmental committee and chaired wellness center planning committee; worked with dining service to develop composting program and explore purchase of local and organic produce.

**Attorney, Private Practice, Newton, MA** **1990-1992**

- Incorporated and advised non-profit organizations, including an international relief organization and a school of Ayurvedic medicine.

**Acupuncture Unit Chief** **1987-1990**

MASSACHUSETTS BOARD OF REGISTRATION IN MEDICINE, Boston, MA

- Created new division within Board of Registration in Medicine to license the practice of acupuncture in Massachusetts.
- Drafted licensing and disciplinary regulations, formulated policy, developed application materials.
- Met with representatives of schools, professional societies and the accreditation agency to discuss acupuncture licensing and related issues.

**Intern** **Summer 1984**

OFFICE OF THE MAYOR, New York, NY

- Assisted NYC Mayor's Special Assistant for International Affairs; attended functions and meetings on behalf of the Mayor's Office.

**Legal Assistant** **1981-1982**

WHITE & CASE, New York, NY, and Indonesia

- Acted as interpreter and met with Indonesian officials; translated legal documents.

**Researcher** **1980-1981**

U.S./CHINA ARTS EXCHANGE, New York, NY

- Acted as interpreter for Chinese visitors; prepared reports on developments in the arts in China.

**Mathematics Teacher** **1977-1979**

THE PEACE CORPS, Kelantan, Malaysia

- Taught high school mathematics in both the Malaysian/Indonesian language and English.
- Began ongoing study of Mandarin Chinese.