



Vice President for Academic Affairs and Dean of the College

The Vice President for Academic Affairs and Dean of the College is the chief academic officer of the university, and assumes responsibility for all educational activities in the undergraduate and graduate academic programs. The vice president directs faculty in planning, evaluating, and revising the curriculum and establishing the academic standards of the university.

Essential Functions

- Initiates, plans, and implements strategic planning and assessment for all academic areas.
- Researches, proposes, develops, and implements new or modified academic programs.
- Communicates regularly with the Provost on all academic issues; meets regularly with the Senior Leadership Team, and Student Learning and Success Team; is staff to the Student Learning Committee of the Board of Directors.
- Oversees the accreditation relationships for the University.
- Hires all regular faculty members and oversees promotion and extended contract processes making recommendations to the President and the Board of Directors.
- Oversees faculty and professional development programming in the academic area.
- Ensures compliance with academic policies of the University on matters related to faculty, curriculum, and quality standards.
- Ensures oversight of all academic area budgets.
- Provides leadership and collaboration supporting shared governance.

Knowledge, Skills and Abilities

- Uphold and support the mission of the University as a Catholic institution in the tradition of the Sisters of Mercy.
- Committed to excellence in teaching, scholarship, and service.
- Be an innovative academic leader and a strategic thinker who understands the challenges to maintain quality academic programs, support student success, and be nimble in their responsiveness to the marketplace.
- Have experience in strategic planning, budgeting, and instructional technology.
- Demonstrate excellent skills of collaboration and communication.

Education and Experience: Terminal degree is required and experience in academic leadership within higher education. Ph.D. preferred.

Application

Please apply using the following link. Please have a resume, cover letter and contact information for three professional references, including one supervisor, ready to upload during the application process.

[Application: Vice President for Academic Affairs and Dean of the College](#)

Candidate applications will be reviewed beginning August 16, 2019.

College of Saint Mary is a Catholic university providing access to education for women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, sexual orientation, gender identity, pregnancy, age, national origin, disability, veteran status, marital status or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.