University of South Florida

Senior Associate Vice President and Dean of Undergraduate Studies

About the University of South Florida

The University of South Florida System is a young and agile system that includes three institutions, each separately accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. Serving more than 48,000 students, the USF System has an annual budget of $1.6 billion, and an annual economic impact of $4.4 billion. USF is a Top 25 research university among public institutions nationwide in total research expenditures, according to the National Science Foundation, and is ranked 43rd in the nation for research expenditures among all universities, public or private. USF is ranked 13th in the world for universities receiving patents and in the top 10 for U.S. patents among U.S. institutions, as reported by NAI/IPO. USF is a member of the American Athletic Conference and sponsors 19 Division One varsity sports.

The USF System was formed to bring its three institutions together so that collectively and collaboratively they could serve the region and beyond in optimal ways, resulting in a stronger presence and a distinctiveness that provides an unstoppable competitive differentiation. In addition to being a strong and unified voice for higher education, the USF System seeks to find and capitalize on synergies and economies of scale among its institutions that are of benefit to students, faculty, staff, alumni, and communities.

The USF System operates within the USF Board of Trustees governance structure. The USF BOT appoints the USF System President and Chief Executive Officer, who in turn appoints the Regional Chancellors of the member institutions. The President and other System Officers are advised by three USF System Advisory Councils and the USF System Faculty Council, the principal representative faculty governance body for the System.

USF, the main doctoral research institution in Tampa, is home to 14 Colleges and USF Health, which includes the Colleges of Medicine, Nursing, Public Health, and Pharmacy. The College of Marine Science is located in St. Petersburg. USF is one of only four public universities in Florida classified by the Carnegie Foundation for the Advancement of Teaching in the top tier of research universities, a distinction attained by only 2.3 percent of all universities. With more than 180 degree programs at the undergraduate, graduate, specialty, and doctoral levels, including the doctor of medicine, USF offers a dynamic learning environment that inspires innovation, global perspective, creativity, and is focused on student success. USF is a top producer of Fulbright U.S. Scholarship recipients, boasts the highest research and patent productivity among all Florida public universities, and is one of only 15 universities in the nation selected as a Tillman Partnership University of the Pat Tillman Foundation.

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USF St. Petersburg prides itself on offering an intimate, waterfront campus environment with all the resources and reputation shared as part of the USF System. With smaller classes and an emphasis on community engagement, it offers nearly 40 degree programs at the bachelor's and master's levels, including a celebrated journalism and media studies program, one of the nation's most outstanding emerging entrepreneurship programs, and a booming biology program.

USF Sarasota-Manatee similarly offers a smaller, personalized learning setting with highly qualified faculty and a diverse student body from all ages and walks of life. Its scenic campus is an important piece of Sarasota's Cultural Corridor; its close proximity and relationships with nearby arts and educational institutions – including the Ringling Museum, Ringling College of Art and Design, historic Crosley Mansion, New College of Florida, and State College of Florida – open opportunities and partnerships for students and faculty researchers. USFSM is particularly known for its hospitality program, which prepares students for leadership positions in hotel, restaurant, and tourism industries.

Mission

The University of South Florida's mission is to deliver competitive undergraduate, graduate, and professional programs, to generate knowledge, foster intellectual development, and ensure student success in a global environment.

Vision

- The University of South Florida is a global research university dedicated to student success and positioned for membership in the Association of American Universities (AAU).

As Florida's leading metropolitan research university, USF is dedicated to:

- Student access, learning, and success through a vibrant, interdisciplinary, and learner-centered research environment incorporating a global curriculum;

- Research and scientific discovery to strengthen the economy, promote civic culture and the arts, and design and build sustainable communities through the generation, dissemination, and translation of new knowledge across all academic and health-related disciplines;

- Partnerships to build significant, locally and globally-integrated university-community collaborations through sound scholarly and artistic activities and technological innovation;

- A sustainable economic base to support USF's continued academic advancement.

Additional Information

USF Facts, Stats, and Points of Pride - http://www.usf.edu/about-usf/facts-statistics.aspx

USF Strategic Plan - http://www.ods.usf.edu/Plans/Strategic/docs/USF-Strategic-Plan-2013-2018-DRAFT.pdf

USF Colleges - http://www.usf.edu/academics/colleges.aspx

USF Research - http://www.usf.edu/research-innovation/

USF News feed - http://usfweb4.usf.edu/news/?utm_source=usf-news-widget-headline&utm_medium=widget&utm_campaign=usfhomepage

Student success report - http://usfweb3.usf.edu/studentsuccess/docs/Building%20Success%20Five%20Years%20of%20Progress%20Fall%202015%20report.pdf

USF Foundation - http://giving.usf.edu/fnd_web/default.aspx

About the Tampa Bay Area

The City of Tampa is the largest city in Hillsborough County, is the county seat and is the third most populous city in Florida. It is located on the west coast of Florida, approximately 200 miles northwest of Miami, 180 miles southwest of Jacksonville, and 20 miles northeast of St. Petersburg. The population of the city represents approximately one-third of the total population of Hillsborough County. Tampa's economy is founded on a diverse base that includes tourism, agriculture, construction, finance, health care, government, technology, and the port of Tampa. Contributing to the success of the community is the way businesses, City government, and citizens work together to make Tampa a better place to live.

With more than two million residents, the Tampa Bay area boasts year-round festivals and activities, and a climate that is pleasant and sunny. The Tampa International Airport consistently ranks as one of the top airports in the country.

The Tampa Bay area is situated off the Gulf of Mexico and features outstanding local beaches. Other draws include Busch Gardens, Adventure Island water park, the Lowry Park Zoo, The Florida Aquarium and historic Ybor City. Orlando, with all of its theme parks, is about one hour away.

In addition, Tampa boasts several professional sports teams, such as the NFL's 2002 Super Bowl Champion Tampa Bay Buccaneers, Major League Baseball's Tampa Bay Rays, and the NHL's 2004 Stanley Cup Champion Tampa Bay Lightning.

For the culturally inclined, Tampa Bay is home to a vibrant arts community. There is the Salvador Dali Museum in St. Petersburg, The John and Mable Ringling Museum of Art in Sarasota, the Museum of Science and Industry (right across the street from the Tampa campus), the Tampa Bay Performing Arts Center and the Tampa Museum of Art, as well as USF's own highly acclaimed Contemporary Museum of Art, and Schools of Music, Theatre and Dance.

Students can also attend concerts and performances at the historic Tampa Theatre, Amalie Arena, Raymond James Stadium, and Ruth Eckerd Hall, as well as at USF's Sun Dome.

And for those interested in indulging in a little retail therapy, Tampa Bay is home to several excellent shopping venues, including International Plaza, Old Hyde Park Village, Westshore Plaza, and many more.

More information may be found here:
http://www.tampagov.net/visitors http://www.visittampabay.com/

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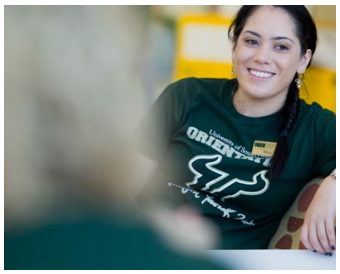
About the Office of Undergraduate Studies

http://www.usf.edu/undergrad/about-us/index.aspx



The Office of Undergraduate Studies (UGS) works in partnership with the academic colleges in the development, review, and enhancement of the undergraduate programs to assist faculty to provide outstanding undergraduate education for students. The members of the UGS collaborate with faculty to establish and administer academic policies, assist with undergraduate curriculum development and review, and support proposals for new and revised programs and courses through the various approval processes. In addition to assisting with the academic programs offered by the colleges, Undergraduate Studies administers a number of academic programs, the Bachelor of Science in Applied Science (BSAS), the Bachelor of General Studies (BGS), and Exploratory College Majors (ECM) the Leadership Studies and minor and the ROTC minors.

Undergraduate Studies provides a strong set of student success-focused departments and initiatives designed to make it more likely that students will successfully navigate the complexities of the transition to college and the baccalaureate experience. The Academic Success Center provides tutoring, a writing studio, and a SMART Lab designed to provide hands-on learning for STEM-related coursework. The Office of Academic Advocacy promotes student persistence by utilizing predictive analytics platforms to identify at-risk students and coordinate targeted interventions. The Office of Orientation offers intentional and specific programming for first-year students, transfer students, international students, and their families. The Office for Undergraduate Research encourages students to engage in faculty-mentored research opportunities and other high-impact practices that promote undergraduate student success. The Global Citizens Project, USF's Quality Enhancement Plan (QEP), supports students in the development of global competencies essential for engagement and success in today's interconnected world, and works with academic departments and faculty to globalize the undergraduate curriculum. The Office of Academic Services works with faculty to develop curricular plans and course proposals; creates and revises University and USF System academic policies; creates web-based curriculum solutions; manages the catalog and semester plans, collaborates with key University and USF System offices on enterprise-wide system initiatives; coordinates work with the Statewide Course Numbering System (SCNS), communicates with the Florida Board of Governors staff relative to the Common Course Prerequisite Manual; manages accelerated credit equivalencies. The Academy for Teaching and Learning Excellence and the Office of Community Engagement and Partnerships support faculty in their roles as teachers, mentors to students, and community-engaged scholars. These and other programs support students in the development of their identities and intellectual competencies for successful careers and lifelong learning in a global society.

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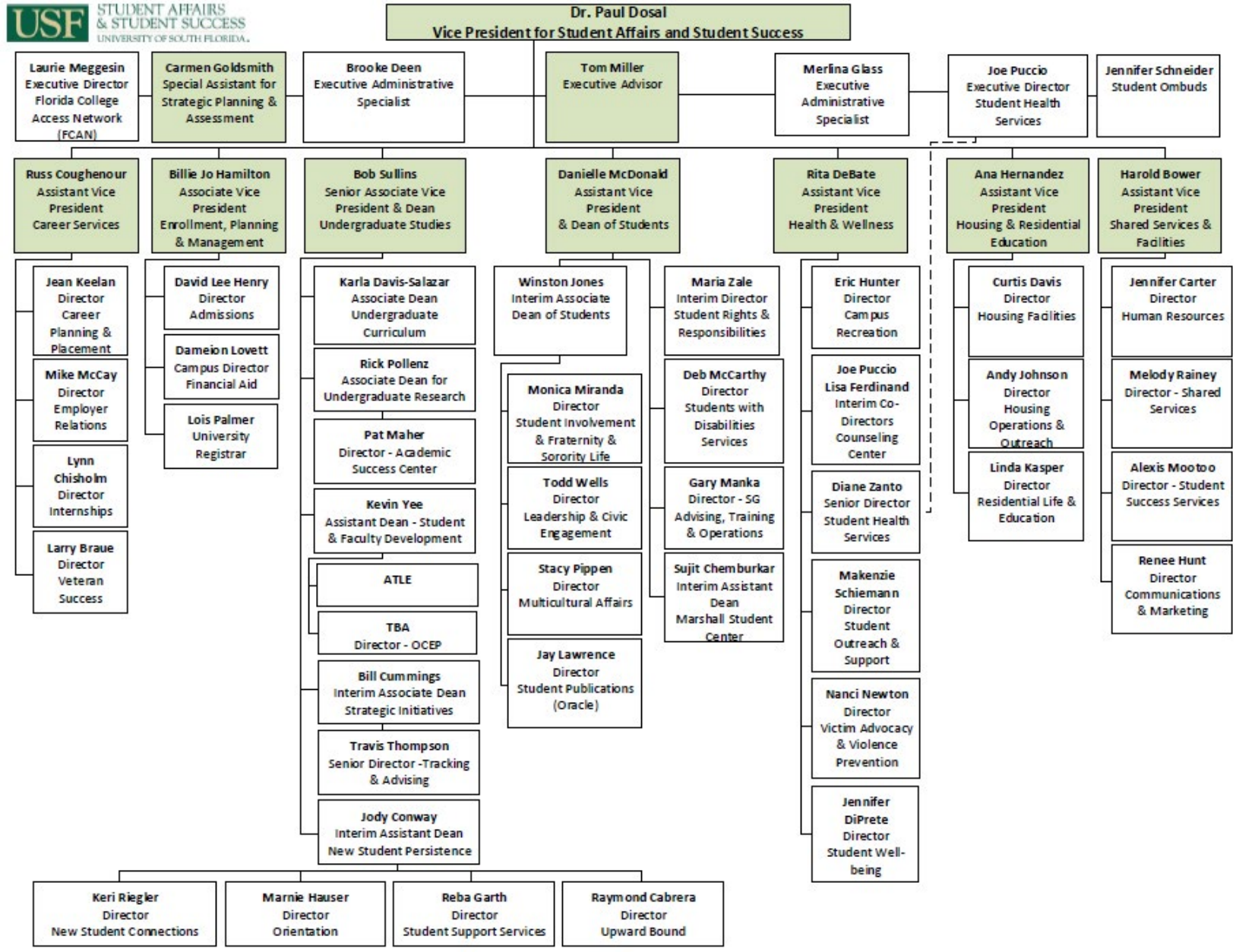

USF UGS annual report

http://www.usf.edu/undergrad/documents/2015-2016-usf-undergraduate-studies-annual-report.pdf

The Position

Driven by a commitment to joining the ranks of America's most preeminent universities through an unwavering focus on student success, USF is forming an innovative new administrative unit incorporating Undergraduate Studies, Enrollment Planning and Management, and Student Affairs, with a singular focus on bolstering academic success and the student experience. Led by the Vice President for Student Affairs and Student Success, this student-centered organization is guided by the following principles: enhancing organizational performance and leveraging efficiencies; embedding seamless optimization and integration of the student experience and student success; creating a single line of authority and performance accountability; and maximizing teamwork, accelerating positive change, and emphasizing shared responsibility.

Based on the main campus in Tampa, USF seeks a dynamic and visionary academic leader who will strengthen the university's student success initiative and position the University for eligibility in the American Association of Universities. USF has made unprecedented gains in its efforts to accelerate college completion rates, increasing the six-year graduation rate from 48% to 68% since it established the Student Success Task Force in 2009. The new Senior Associate Vice President and Dean of Undergraduate Studies will serve as the principal architect and administrator of undergraduate academic programs and support services, reporting directly to the Vice President for Student Affairs and Student Success.

USF seeks candidates with demonstrated leadership and understanding of national research practices, programs, curriculum development, accreditation, and policies in student success. The ideal candidate will show evidence of recent accomplishments as an administrator of an undergraduate program at a comparable institution; expertise in the development of high-impact programs, academic rigor, and support services; a commitment to the deployment of technology to promote academic success, including predictive analytics and academic tracking tools; an unquestioned commitment to enhancing undergraduate education; a strong commitment to diversity; and strong communication skills effectively utilized to develop both internal and external relationships.

The new Senior Associate Vice President and Dean of Undergraduate Studies will bring passion and expertise to the university's ongoing student success initiative. The ideal candidate will support, motivate, and drive academic programs and students to higher levels of performance. The candidate will develop and apply best practices and policies, some of them already implemented, such as the SMART Lab, others in development, such as predictive analytics, and others not yet known or applied. He or she will also engage students directly, encouraging them to participate actively in their own educational experience as they develop their own identities, competencies, self-motivation, global perspective, and self-regulation.

The new Senior AVP and Dean will provide the vision and leadership to create and implement a strategic plan to optimize the academic quality, leadership in education, research, scholarship, and engagement of the undergraduate student body. USF seeks a dynamic leader who recognizes and fosters academic values in a collegial, collaborative manner. The Senior AVP and Dean must be a strategic thinker, adept at building partnerships within a globally diverse community, knowledgeable in higher education issues, collaborative in developing team-focused, data-driven approaches to problem solving, operational efficiencies, and possess strong people-skills. Working in partnership with the senior administration, the successful candidate will be expected to embrace and contribute to the mission of the University. This is an outstanding opportunity for a creative leader at an exciting time in the continued growth of USF.

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Essential Duties, Campus-Wide

- Provides leadership for quality instruction and for diversified instructional styles and modes of delivery, including innovative methods of delivering educational content and incorporating the use of pedagogically sound technology to enhance learning;
- Understands and promotes student life and co-curricular activities as essential elements in learning;
- Supports an environment for active and experiential learning that helps students achieve academic success, become career professionals, responsible global citizens and life-long learners, building upon the University's nationally recognized record of student community engagement;
- Demonstrates ability to facilitate partnerships among academic programs, other divisions of the university, faculty, students, and community constituents;
- Guides overall academic policy in coordination with the Provost, Faculty Senate, vice presidents, and other stakeholders;
- Ensures quality of undergraduate programs through documented analysis of student outcomes assessments;
- Leads the Office in its commitment to cultural diversity, equal opportunity, and affirmative action;
- Promotes faculty scholarship, research and creative productions, and seeks funds to support faculty in these endeavors;
- Demonstrates a commitment to supporting and enhancing global research, grant and contract activity; monitors compliance with state, regional and specialized accreditation organizations;
- Participates in and oversees selection, hiring, and other personnel decisions associated with academic faculty and staff;
- Participates in and oversees recruitment, admissions, and retention decisions associated with the Office.

Essential Duties, Campus-Wide & External to Campus

- Builds partnerships and provides leadership and direction in the delivery of academic programs, curriculum development, and services throughout the region in support of the University's mission;
- Provides entrepreneurial and strategic leadership skills, actively seeks relationships and funding from the business community, and local, statewide, and federal agencies;
- Engages proactively with the business and legal communities, developing and enhancing College partnerships with those communities;
- Initiates new, and strengthens existing, external partnerships to foster the continued growth and success of the Office.

Opportunities for Leadership

The Senior Associate Vice President and Dean of Undergraduate Studies is expected to be an engaged, inclusive, and inspiring leader with a demonstrated commitment to the University of South Florida's mission and core values.

In the first few years of the new Dean's tenure, special attention should be given to the following:

1. In conjunction with faculty and administration, conceptualize and develop a bold and distinctive vision for the Office that further positions USF towards the successful attainment of preeminent status in the state of Florida (USF currently meets nine of twelve criteria);

2. Further build upon a strong program of teaching, scholarship, research, and service;

3. Support and strengthen an environment focused on student success;

4. Play a key collaborative role as part of university leadership;

5. Serve as the principal external public voice/advocate for the Office campus-wide and in the community to raise increased awareness of the quality of programs and increase external funding;

6. Seek out new relationships and foster current collaborative partnerships with the community that will provide hands-on experience for students.

Preferred Qualifications

- Earned doctorate or terminal degree from an accredited institution and at least five years academic administration experience;

- Record of professional accomplishments and scholarship that meet the qualifications for appointment to the rank of professor with tenure in one of the colleges;

- Strong and sustained record of teaching excellence and interdisciplinary initiatives;

- Strong and sustained record of research, scholarship, and creative accomplishments;

- Substantial administrative personnel and budgetary experience;

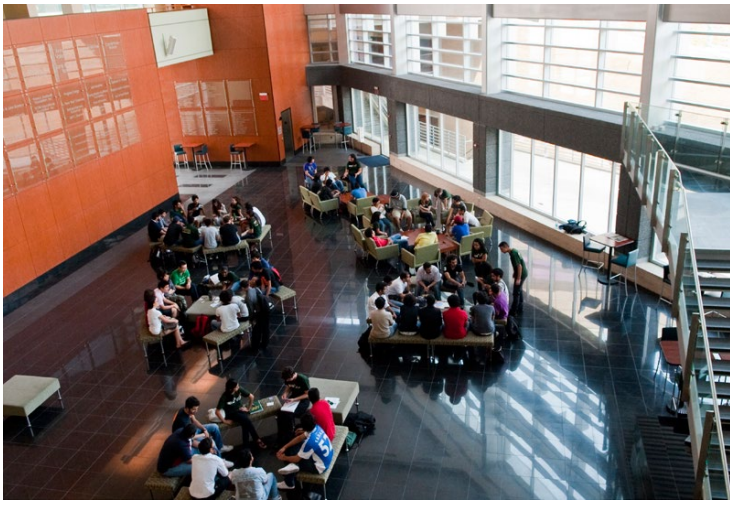
- Evidence of a commitment to and success securing external funding;

- Evidence of a strong commitment to helping students obtain a broad-based education;

- Experience in curriculum development, including a commitment to collaboration and innovative pedagogies;

- Evidence of strong interpersonal and communications skills with faculty, staff, students, alumni, and community members;

- Demonstrated commitment to student centeredness and optimization of student learning;
- Demonstrated ability to manage a complex academic organization and work effectively with colleagues across divisions;
- Evidence of effective community involvement, outreach, leadership, and demonstrated ability to forge partnerships and build productive relationships with both campus and business community constituencies;
- Evidence of recruitment and retention of a diverse faculty and staff, as well as teambuilding, supervision, and staff support for professional development.



Procedure for Candidacy

Review of applications will begin immediately, and continue until the position is filled.

Applications should include a current curriculum vita and letter explaining interest and relevant experience. For additional information, please refer to the following websites: the University of South Florida, http://www.usf.edu; the Office of Student Success, http://usfweb3.usf.edu/studentsuccess/; the Office of Undergraduate Studies, http://www.usf.edu/undergrad/.

The State of Florida has a Public Meetings Law and a Public Records Law, and all university searches are conducted under the terms thereof. All meetings of the Search Committee are publicly announced and conducted. All documents submitted to the Committee are treated as open materials with the exception of evaluative documents specific to the performance of the faculty of the State University System of Florida.

The University of South Florida is an equal opportunity, affirmative action, equal access institution. Women and underrepresented minorities are encouraged to apply.

Nominations and applications should be submitted electronically in confidence to Jeffrey Harris, Harris Search Associates.

Jeffrey Harris, Managing Partner, Harris Search Associates
Tel: 614-798-8500 ext. 125 Email: jeff@harrisandassociates.com
www.harrisandassociates.com www.iicpartners.com

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Harris Search Associates, an IIC Partners member firm, is a leading global executive search and board advisory consulting firm. Our practice is focused on identifying and attracting leaders to support the growth of clients in the areas of research, science, engineering, academic medicine and commercial enterprises. Clients include the foremost universities, research parks, institutes, academic medical centers and commercial organizations driving global innovation and discovery.

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Luxembourg
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