

Job Title: Provost and Vice President for Academic Affairs
Job ID: 19932
Location: Bronx Community College
Full/Part Time: Full-Time
Regular/Temporary: Regular

POSITION DETAILS

Bronx Community College of The City University of New York (CUNY) located in the Bronx, serving a diverse population of approximately 10,500 undergraduate students. The College invites applications for the position of Provost and Vice President for Academic Affairs.

Reporting to the President, the Provost and Vice President for Academic Affairs is the Chief Academic Officer of the College and serves as the executive officer in the President's absence. As a member of the President's Cabinet, the Provost participates in the development, evaluation and administration of College policy and the advancement of the College's strategic priorities and planning. The Provost oversees the College's fifteen academic departments: Art & Music, Biological Sciences, Business & Information Systems, Chemistry & Chemical Technology, Communication Arts and Sciences, Education & Academic Literacy, English, Health, Physical Education & Recreation, History, Library, Mathematics & Computer Science, Modern Languages, Nursing & Allied Health Sciences, Engineering, Physics & Technology, and Social Sciences. The Provost also oversees the Associate Dean for Success Programs, the Associate Dean for Curriculum Matters and Academic Programs, the Assistant Dean for First Year Program, the Scheduling Office, and the Center for Teaching, Learning and Technology.

The Provost's responsibilities are within two major areas:

Advancing Excellence in Faculty Teaching, Research and Scholarship. The Provost is responsible for building the academic reputation, increasing the impact, and expanding the reach of the College by providing strategic leadership and academic direction within the context of the mission of the College and CUNY. The Provost is expected to be highly responsive to the president's guidance, institutional priorities, a strong system of shared governance, and best practices in higher education to ensure that teaching, research and creative activity meet the highest academic standards; high quality academic programs, both classroom-based and online, are developed and supported; talented, diverse and forward-looking faculty are recruited, developed and retained; financial and physical resources are efficiently managed; innovative approaches are adopted to improve institutional outcomes. The Provost supports collaborative efforts between the College and its principal community college partners and K-12 schools, and seeks opportunities for academic collaborations across CUNY, in the Bronx and surrounding community, as well as internationally. The Provost collaborates closely with Information Technology and the Office of Online Education to provide current, flexible, appropriate direction, support and oversight of multimodal teaching and learning.

Achieving Greater Academic and Institutional Effectiveness The Provost collaborates with the College's president, vice-presidents, deans, program directors, and faculty in strategic planning to increase public and private support for faculty research, scholarships, internships, experiential learning opportunities, new pedagogical modalities, online learning, global engagement, and other institutional priorities. The Provost promotes alumni engagement, strengthens the College's standing as with New York City schools

(K-12), health care organizations and community, business, and cultural partners. The Provost is fully involved in institutional and programmatic accreditation efforts, and in formulating and articulating clear goals for the school deans, administrators, and program directors regarding instructional-related planning and cross-divisional operational matters.

Other responsibilities of the Provost and Vice President for Academic Affairs include, but are not limited to, the following:

- Directing the development of the curriculum, academic programs and services, transfer agreements, and articulation agreements.
- Initiating development and overseeing implementation of strategic plans for reaching College goals.
- Directing recruitment, retention and professional development of a distinguished faculty and academic staff.
- Overseeing the evaluation and tenure-track review process of full-time faculty.
- Promoting student learning and assessment.
- Participating in the development of student retention strategies.
- Promoting educational technologies and innovative pedagogy in all academic areas.
- Representing the college as Chief Academic Officer at CUNY's Academic Council Meetings and other CUNY-wide meetings, as appropriate.

This position is in CUNY's Executive Compensation Plan.

The anticipated position start date is July 1, 2019.

QUALIFICATIONS

The ideal candidate will possess at least 10 years of demonstrated academic experience and leadership skills needed to foster the academic progress and vitality of the College; 6 to 10 years of academic administrative experience, preferably at a community college; administrative experience working in academic affairs and student engagement; a doctoral degree with academic and scholarly achievement sufficient to qualify for appointment as a full professor with tenure; accomplishments in academic administration, including faculty development, academic program development, strategic planning, budget and management; and a strong commitment to the model and mission of the College and the role of public higher education in a dynamic urban environment. The successful candidate must be a skillful collaborator with a history of successful leadership and experience in administrative/academic positions of increasing responsibility; a record of cross-divisional collaboration; and demonstrated knowledge of best practices in student development programs and services, effective budgeting and resource allocation practices, as well as best practices in talent recruitment, retention, and development with experience working with centralized and unionized systems of public higher education. The successful candidate will be demonstrably passionate about the academic mission, core values, and future of Bronx Community College, CUNY and will have demonstrated success in strategic planning and effectiveness in working in a multicultural environment and promoting equity.

Personal Qualities:

The successful candidate will be a respected scholar and leader who is kind, intelligent, thoughtful, creative, confident, honest, transparent, effective, entrepreneurial, energetic, trusting, engaging, decisive, fair and equitable; committed to the tenets of public higher education, diversity, multiculturalism, and inclusive excellence; a champion of faculty research, academic freedom, and the value of creative learning environments; trusted to serve as an outstanding steward of academic standards; experienced with budget and collective bargaining issues; a strong communicator with demonstrated interpersonal, active listening, and conflict management skills; an ethical leader with strong moral values.

Leadership Style:

Also essential is a leadership style that is collaborative, transparent, empowering, inclusive, and innovative; a career track that demonstrates passion and dedication to the pursuit of academic

excellence; leadership effectiveness in fiscal planning and resource allocation, strategic planning and execution, organizational development, and other administrative and academic functions related to higher education; and a demonstrated commitment to celebrating diversity and fostering an inclusive environment conducive to faculty, student, and staff success. The successful candidate will be a strong proponent of data-informed decision-making, continuous improvement, and faculty and student success. The ability to work collaboratively and collegially within a shared governance and collective bargaining environment with faculty, staff, administrators and students within the College and stakeholders beyond the campus while fostering a strong esprit de corps is essential. The successful candidate must be able to communicate regularly and effectively with the President.

CUNY TITLE

Vice President

COMPENSATION AND BENEFITS

This is an Executive Compensation Plan position. The salary and benefits are competitive.

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

HOW TO APPLY

Applicants must apply online by accessing the CUNY website at www.cuny.edu and navigating to the following links: Select "Employment", then select "Search Job Postings" and find JOB ID #19332.

Your application must be one document containing the following:

- Cover letter that addresses required qualifications
- Detailed Curriculum Vitae
- List of three (3) professional references along with their contact information

For general assistance with your CUNYfirst application, please go to <http://www.cuny.edu/employment/jobssysteminstructions.html> for information.

Applications review will continue until position is filled; All applications are confidential and references will not be contacted without the expressed permission of the applicant.

The target date for applications is: March 7, 2019.

For confidential inquiries, nominations or additional information please contact:

Julie Golder, J.D.

Vice President of Search Services

Association of Community College Trustees (ACCT)

jgolder@acct.org | 202.775.4466 (Direct) | 202.384.5816 (Mobile)

JOB SEARCH CATEGORY

CUNY Job Posting: Executive

EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.
