Senior Vice Provost for Academic Affairs

ABOUT UNH
The University of New Hampshire (UNH), New Hampshire’s flagship public research institution, was founded in 1866 and is one of the nation’s earliest land grant institutions, endowed with public lands from the federal government. UNH has a national and international agenda and holds land grant, sea grant and space grant charters. UNH holds the very high research activity (R1) Carnegie Classification, providing comprehensive, high-quality undergraduate programs and has a student enrollment of 13,000 students.

SUMMARY
The University of New Hampshire seeks a Senior Vice Provost for Academic Affairs (SVPAA) to advance student and faculty success. This senior leadership position reporting directly to the provost plays a major role in advancing the university’s strategic priorities through planning and implementing programs and initiatives supporting academic success and innovation and faculty development. The SVPAA provides leadership, strategic direction and administrative oversight to a multi-faceted portfolio of units supporting student and faculty success and facilitates collaboration across academic affairs.

The SVPAA oversees and coordinates a wide range of academic curricula, policies, and academic strategic initiatives for the Durham, Manchester and Law campuses. In particular, the SVPAA provides supervisory leadership and oversight for the undergraduate curriculum and university-wide programs including the Discovery (general education) Program, Honors Program, Writing Program, Hamel Center for Undergraduate Research, the Fellowships Office, and ROTC. The SVPAA leads faculty development and enrichment efforts through Engagement and Faculty Development and the Center for Excellence and Innovation in Teaching and Learning. The SVPAA also oversees the University’s international initiatives through the Office of International Students and Scholars and Education Abroad (the Global Education Center), and oversees Career and Professional Success, UNH Online, and Academic Success. Key responsibilities include undergraduate academic program development, program review, accreditation, articulation agreements, serving as liaison to associate deans, deans, and members of the President’s Leadership Council, and working with the Academic Affairs Committee of the Faculty Senate. The senior vice provost reports to the provost and is a member of the President’s Leadership Council, provost’s staff, and the Deans’ and Provost’s Councils. The SVPAA represents the provost when necessary.

The SVPAA should be able to implement the goals of UNH’s academic and strategic plans, particularly but not exclusively with regards to the undergraduate experience. He or she should understand and be willing to exercise the principles and practices of shared governance at UNH and be able to work effectively with various governance bodies concerned with the academic mission of the University.
RESPONSIBILITIES:

- Advises the provost on academic matters and works collaboratively with administrators, faculty and staff to achieve university and campus objectives.
- Collaborates with the provost and other academic personnel to develop and implement academic plans, new academic programs and academic policies.
- Provides leadership and support to faculty and staff for curriculum development, program building and assessment. Plans and implements change management processes including workflow, systems, and training across the division.
- Provides strategic insight to academic program design to ensure that each degree program is innovative, timely and aligns with UNH’s mission and strategic priorities.
- Assesses and leverages multi-unit/program strengths to support and guide colleges for new strategic or revised academic programming at all levels.
- Promotes excellence in the quality of teaching and learning on campus and fosters an environment of continuous improvement, innovation and positive, collegial relationships.
- Works in concert with instructional technology to increase the use of technology to support initiatives and strategic planning.
- Provides direct supervision, evaluative feedback and administrative oversight to the reporting unit directors. Allocates resources to optimize collaboration, problem-solving and efficient delivery of programming.
- Coordinates efforts to monitor, analyze and improve student graduation and retention rates and achieve student retention and graduation goals.
- Collaborates with Institutional Research and Assessment to generate and evaluate assessment data and information supporting university priorities.
- Oversees and supports all accreditation reviews. Works with colleges to create and maintain assessment methods, analytics, and responses related to internal and external program reviews.
- Provides leadership and support for all NECHE accreditation processes.
- Coordinates academic support services across campus to ensure coverage where needed and reduce redundancy of services.
- Represents the provost and vice president for academic affairs when he is away from campus.
- Serves on campus/community committees.
- Anticipates and responds to internal and external issues that may impact academic programming.
- Fosters communication, facilitates implementation and troubleshoots problems in academic planning and practices across all levels of the university.
- Oversees review, redesign and implementation of the university’s general education curriculum.
- Assists with the compilation and analysis of key metrics measuring institutional success.
- Provides analysis and trend data for use by leadership team. Summarizes and presents results for university and academic leadership and works with academic units and administrators to use data for decision-making.

MINIMUM QUALIFICATIONS

- Terminal degree (Ph.D.) and tenurable at the rank of full professor with demonstrated abilities in academic leadership, program development, curriculum, and the processes of teaching and learning.
- Demonstrated experience successfully leading academic faculty and staff through curriculum change effort.
• Progressively responsible leadership experience in higher education. Experience supervising, leading and inspiring teams that collaboratively work to support faculty and students.
• Demonstrated experience in budget planning and oversight.
• Demonstrated experience working effectively with diverse populations in a higher education setting, especially in a collective bargaining environment.
• Demonstrated experience planning, leading and assessing academic programs in a college or university.
• Demonstrated experience working with data to make evidence-based decisions to recommend improvement in programs and policy.
• Demonstrated experience with programmatic assessment and evaluation.
• Experience with problem-solving complex academic issues, preferably in a collaborative environment of shared governance.
• Prior faculty appointment and promotion to tenured status at a regionally accredited institution or its equivalent.
• Demonstrated ability to consider the impact of decisions on various stakeholders and take this into account.
• Exceptional organizational and communication skills.

Additional preferred qualifications

• Experience with regional or national higher-education accreditation or specialized professional association accreditation.
• Experience with technology usage including enterprise level and desktop tools deployed to create, support and assess academic programming.
• Demonstrated experience in creating and leading more effective and efficient work processes.
• Demonstrated experience leading curricular innovation.
• Exceptional skill in navigating the campus environment and establishing partnerships.