Morning State
Job Announcement

Provost and Vice President for Academic Affairs
Provost Office
Full-Time
Vacancy # 11432

Overview

RESPONSIBILITIES:

The Provost and Vice President for Academic Affairs (PVPAA) is the chief academic officer of the university. The Provost reports to the President, is a member of the Presidents Cabinet, acts for the President in his/her absence, and is charged with responsibility for providing dynamic leadership to the university.

The Provost's responsibilities include providing leadership for the university's academic programs which are seeking national distinction and for connecting the university's resources with the diversely dynamic region it serves. Other responsibilities include educational policy development, strategic academic program planning, assessment and academic personnel decisions, including the quality, improvement, and evaluation of the instructional programs of the eight schools and colleges, grants and research, the library, continuing and international education and other academic units of the university.

The Provost is also responsible for providing leadership for the utilization of technology in instruction and academic programs. He/she serves as chair of the Senior Technology Leadership Group. In addition, incumbent will work collaboratively with the President and Development Division on a major comprehensive fund-raising campaign. The implementation of these responsibilities is accomplished in consultation with the school deans, university faculty committees and the academic senate within the context of the University's Plan for Excellence and the systems Access to Excellence document.

Compensation

The salary is competitive and is negotiable depending on the strength of qualifications. This is a CSU Management Personnel Plan (MPP) position with an attractive benefits package which includes but is not limited to: a vacation accrual rate of 16 hours per month; 14 paid holidays; excellent choice of medical, dental and vision insurance, long term disability coverage, life insurance; and retirement benefits.

Position Summary

OVERSIGHT RESPONSIBILITIES:

The following positions report directly to the Provost: Associate Provost of Academic Affairs, Budget Officer in Academic Resources, Associate Vice President of Academic Personnel, Associate Vice President for Grants and Research, Associate Vice President of Continuing and Global Education, Deans of Schools and Colleges, Dean of Library Services, Dean of Graduate Studies, Dean of Undergraduate Studies, Director of Center for Enhancement of Teaching and Learning, Director of Academic Technology, Director of the Richter Center for Community Engagement and Service Learning, and the Director of Community and Economic Development.

Qualifications

The successful candidate will have a distinguished record in teaching and scholarship, with the appropriate terminal degree to warrant appointment as a professor with tenure in one of the University's academic units. The candidate will also have a successful track record of administration, and leadership in higher education as shown by a minimum of five years of progressively responsible experience at a level above Department Chair. Some experience as a Dean is preferred. Experience should include involvement in faculty

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development and recruitment, budgeting and academic program development.

The essential qualifications for this position include:

- Five years administrative experience in higher education;
- Ability to work effectively in a consultative management setting within the framework of traditional academic self-governance and collective bargaining;
- Ability to formulate strategic institutional objectives and implement action plans to achieve those objectives;
- Evidence of creative problem-solving, record of accomplishment in administration and faculty recruitment and development;
- Commitment to the use of technology in instruction;
- Commitment to and experience in achieving the goals of ethnic and gender diversity including affirmative action and equal opportunity;
- Ability to promote teamwork among Deans and Senior Academic Leaders;
- Evidence of ability to collaborate and develop partnerships with other divisions on the campus to further the mission of the institution;
- Demonstrated commitment to ensuring campus programs and services support student learning objectives and promote their academic success;
- Commitment to pursue fund-raising and ability to provide leadership for an on-going comprehensive campaign;
- Ability to develop and promote positive public relations with appropriate groups at local, state, national and international levels, and to articulate the mission of the university to diverse public constituencies;
- Ability to work collaboratively with faculty and administrators;
- Commitment to enhancing research and grant and contract activity.
- Ensuring smooth coordination with policies of the CSU through membership in the CSU Academic Council.

**Filing Deadline**

Applications received by February 28, 2009 will be reviewed for minimum qualifications and given full consideration. Qualified applicants received after that date will be forwarded upon request to the hiring manager and/or search committee.

**Application Procedures**

Individuals interested in being considered for this position should submit Fresno State Management application and attach the following supporting documents: 1) resume, 2) letter of interest which includes a narrative detailing how the candidate fulfills each of the required and preferred items listed under Qualifications, and 3) names, email addresses and telephone numbers of three references who can provide current assessments of the candidate's qualifications for the position.

Application materials should be submitted via mail or email (preferred) to asp search@storbeckpimentel.com (CODE: FresnoSt Prov09). Confidential nominations, questions and requests for a full position description should be forwarded to:

Alberto Pimentel
Managing Partner
1111 Corporate Center Drive Suite 106
Monterey Park, CA 91754

Pursuant to Executive Order 883, reasonable accommodation is to be provided upon request from an employee or applicant with disabilities, unless doing so would impose an undue hardship on the campus. What constitutes a reasonable accommodation is to be determined by the campus on a case-by-case basis after it has received the individual's request for accommodation and engaged in an interactive process. Employees or applicants requiring reasonable accommodation should contact Human Resources directly at

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General Information

As one of the 23 campuses that comprise the CSU system, California State University, Fresno was founded as Fresno State Normal School in 1911, became a teacher's college in 1921, and has offered advanced degrees since 1949. Fresno State is an urban, comprehensive, Hispanic serving public university serving a culturally rich, diverse student body. The university enrolled more than 22,000 students, and approximately 5,000 students completed work for bachelors, masters and doctoral degrees by Commencement 2007. The faculty of Fresno State consist of 1,100 full- and part-time members of which 96 percent of the tenured faculty hold doctoral or other terminal degrees in their areas of study.

Other Requirements

Pursuant to the requirements of the Immigration Reform and Control Act of 1986, any offer of employment is contingent upon verification of individual's eligibility to be employed in the United States.

Background investigations will be conducted, as required, depending upon the job requirements of a position. These could include, but are not limited to, processing of fingerprints through the Department of Justice and degree and license verifications. An offer of employment may or may not be extended based upon the results of these verifications.

California State University, Fresno annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Fresno State, and on public property within, or immediately adjacent to or accessible from the campus. The report also includes institutional policies concerning campus security, alcohol/drug use, crime prevention, reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting the Campus Police Department or by accessing the following web site: http://www.csufresno.edu/police/report.htm.

Other Applicant Information

This is a full-time management position covered by the California State University Management Personnel Plan. Under this plan, employees are subject to management reviews and serve at the pleasure of the University President of that campus.

Equal Employment Opportunity

The California State University, Fresno is committed to maintaining and implementing employment policies and procedures in compliance with applicable state and federal equal employment opportunity laws and regulations. Executive Order 883 prohibits discrimination and Executive Order 927 prohibits harassment, on the basis of a protected status: race, color, religion, national origin, ancestry, age, sex (including gender identity, per HR 2004-12), sexual orientation, marital status, pregnancy, mental disability, physical disability, medical condition and covered veteran status. Retaliation against individuals for complaining about these proscribed conduct, opposing such conduct, or participating in an investigation or proceeding involving such conduct is prohibited by both executive orders.

Further, the California State University, Fresno's statement of commitment to equal employment opportunity principles is also found in the various collective bargaining agreements.