



## Senior Vice President for Academic Affairs/Provost

The University:

Marshall University (MU) is a public, non-profit, institution of higher learning serving over 14,000 students. Marshall is rated a “Top Public University” in the Southern Master’s Universities category in *U.S. News & World Report’s* list of “America’s Best Colleges 2007.”

Marshall offers degrees in more than 95 academic fields of study at the baccalaureate and graduate degree level, including doctoral degrees (Ph.D. and professional doctorates) in various fields through its nine colleges (Business, Education and Human Services, Fine Arts, Health Professions, Information Technology and Engineering, Liberal Arts, Science, Graduate College and University College) and three schools (Medicine, Extended Learning, Journalism and Mass Communication). As West Virginia’s second largest university, MU was founded in 1837 and currently serves approximately 14,000 students on its main campus located in Huntington, West Virginia and its four regional centers (South Charleston Campus, Mid-Ohio Valley Center, Teays Valley Center, Beckley Center). Students attending MU come from all 55 counties in West Virginia and 44 states and the District of Columbia, including more than 400 students from over 40 countries across the globe.

Marshall University has been accredited continuously as an institution of higher learning by the North Central Association of Colleges and Schools since 1928. It also has earned and maintains specialized accreditation status with twenty-one (21) agencies responsible for evaluating and conferring specialty accreditation for educational programs involving various professional fields of study [*e.g.*, business, engineering, medicine, psychology, teacher education speech-language pathology, *etc.*].

The University recently completed construction of nearly \$100-million in new academic buildings and renovations to existing facilities. An additional \$90-million in new, privately funded construction projects are now underway to address additional pressing facility needs, including two modern living-learning residence halls, an engineering laboratory building, a forensic science laboratory addition and a state-of-the-art recreation center.

## The Community:

**Huntington** is a vibrant, progressive city serving the tri-state nexus of Ohio, Kentucky and West Virginia. Conveniently located on Interstate 64, its close proximity to Charleston, the state capital, and several metropolises offers an unparalleled quality of life in a dynamic, family- and community-oriented setting. Our city is populated by friendly people with warm hearts. Churches and parks abound. As the hub of the tri-state area, Huntington has something to offer everyone: Marshall University, a strong county school system, diverse business base, comprehensive state-of-the-art health care delivery systems, the Huntington Museum of Art, award-winning restaurants, sporting venues –something is almost always going on - just check out our events calendar. Enjoy Huntington, West Virginia, a city full of life and adventure year round.

## The Office of the Senior Vice President for Academic Affairs/Provost:

The academic deans of Marshall's nine colleges and two of its schools, as well as the offices of [Admissions](#), [Recruitment](#), [Registrar](#), [Research](#), [International Programs/Study Abroad](#), [Student Affairs](#), [Multicultural Affairs and Outreach Programs](#) and the [Centers for Academic Excellence](#) and the [Advancement of Teaching](#) report to the SVPAA.

## Websites:

[Academic Affairs](http://www.marshall.edu/academic-affairs/) - <http://www.marshall.edu/academic-affairs/>

[Strategic Vision](http://www.marshall.edu/president/strategic/default_pres.asp) - [http://www.marshall.edu/president/strategic/default\\_pres.asp](http://www.marshall.edu/president/strategic/default_pres.asp)

[MU Board of Governors](http://www.marshall.edu/president/board/) - <http://www.marshall.edu/president/board/>

[MU Quick Facts](http://www.marshall.edu/president/mu%20quick%20facts.pdf) - <http://www.marshall.edu/president/mu%20quick%20facts.pdf>

[Institutional Research](http://www.marshall.edu/irp/) - <http://www.marshall.edu/irp/>

[University Financial Audit](http://www.marshall.edu/finance/o7fin.pdf) – <http://www.marshall.edu/finance/o7fin.pdf>

## The Position

## The Situation:

After thirty-three years of dedicated service to Marshall University, twelve of them as senior vice president for academic affairs and provost, Dr. Sarah Denman has announced her retirement in May 2008.

## Specific Responsibilities

Responsibilities include but are not limited to:

The Senior VPAA and provost is the chief academic officer of the University responsible for academic leadership that energizes the University community and advances ideas, innovations and accountability, which yields distinctive, high performance outcomes, while promoting the collective interests of students and faculty. He/She reports to the president and is responsible for the development and progress of academic programs and support services that reflect Marshall's mission and strategic priorities. The Senior VPAA and provost:

- ◆ Fosters and advances a vision and plan for the development of current and emerging academic initiatives and interdisciplinary programs, including the implementation of a new general education curriculum, while maintaining accreditation, ongoing assessment and accountability of existing programs;
- ◆ Promotes and sustains an environment that inspires academic excellence and supports a culture of learning, engagement and high achievement both inside and outside of formal instructional settings;
- ◆ Supervises, guides and supports the work of the academic deans and directors and their faculty and staff;
- ◆ Provides leadership for academic support areas, including the offices of Admissions, Recruitment, Registrar, Research, International Programs/Study Abroad, Student Affairs, Multicultural Affairs and Outreach Programs, as well as the Centers for Academic Excellence and the Advancement of Teaching and Learning;
- ◆ Oversees the recruitment, hiring and retention of qualified faculty and the creation and implementation of faculty-development programs;
- ◆ Appoints, mentors/orients, establishes goals and evaluates academic administrators;
- ◆ Provides leadership for the design and delivery of high quality academic programs at off-site centers focused on the needs of non-traditional learners;
- ◆ Develops, plans and manages the approved academic budget;
- ◆ Strengthens the University's portfolio of research, scholarly achievement and external funding;
- ◆ Develops and implements plans and strategies for the ongoing improvement of programs and services;
- ◆ Works collaboratively as a member of the President's Cabinet to accomplish specific goals established as part of the University's Strategic Priorities.

Reports to: Stephen J. Kopp, Ph.D., President

University Budget: Annual University operating budget (FY 2008) is approximately \$230 million.

## The Person

### Key Selection Criteria:

The successful candidate will have an earned doctorate (Ph.D. preferred), an understanding of and commitment to public higher education and distinguished academic credentials befitting the responsibilities of this position. He/she shall have:

- At least five years of proven academic leadership experience with progressively greater responsibilities in an organization of similar or greater complexity;
- A record of successful organizational strategic planning and proven ability to formulate/prioritize goals and complete them in a timely manner;
- Evidence of resourceful leadership and judicious administrative and decision-making experience;
- Strong public speaking and presentation skills;
- Experience in complex, multidisciplinary academic environments;
- Sound fiscal and budgetary management skills and experience;
- An open, collaborative management style;
- A record of indisputable fairness and integrity; and
- High political acumen and sensitivity to the public expectations of a large public university.

### Leadership & Management Behavioral Competencies:

The future growth of Marshall University and differentiation as a distinctive, destination university establishes specific skill-sets for this demanding senior administrative position. This search requires a special focus on the following priorities as we assess candidate competencies for this key role:

- *Leadership:* Success in this role mandates effective, prompt and resourceful academic strategy development, communication, organization building, and demonstrated accomplishment at leading transition and change.
- *Integrative Organizational Thinking and Planning:* Candidates are sought who possess a sophisticated perspective on Higher Education

trends and strategies that effectively mobilize/focus the resources of academic units on achieving the long-range priorities of the University.

## Personal Characteristics:

- Strong organizational, teambuilding and collaboration skills.
- Creative and inspiring approach to leading and managing academic projects and teams.
- Hard-working, purposeful and results-oriented.
- Superb, active listening skills.
- Comfortable interacting with a diverse set of peers within the MU organizational structure.
- Effective advocate and informed advisor to the president.
- Service-oriented with a sincere commitment to active civic engagement.
- Sense of humor.

## Procedure for Candidacy:

The review of applications will begin in late April 2008 and continue until the position is filled. To receive full consideration, candidates are asked to submit via electronic mail all of the following: (1.) a current *curriculum vitae*; (2.) a cover letter addressing the position responsibilities and requirements; and (3.) a list of five professional references with contact information, including telephone numbers and e-mail addresses.

Nominations and expressions of interest, which will be treated in confidence, should be directed to:

[MarshallProvost@academic-search.com](mailto:MarshallProvost@academic-search.com)

The search is being assisted by:  
Dr. John A. DiBiaggio, Senior Consultant  
Academic Search, Inc.  
[john.dibiaggio@academic-search.com](mailto:john.dibiaggio@academic-search.com)

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