NATIONAL SEARCH PROSPECTUS

Senior Vice President & Provost, Academic Affairs

University of Houston Downtown

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THE OPPORTUNITY

The University of Houston-Downtown seeks a visionary leader with a proven commitment to academic excellence and shared governance to serve as its next Senior Vice President for Academic Affairs and Provost. The Provost serves as the Chief Academic Officer of the University and works collaboratively with the President, Vice Presidents and Deans to further the academic mission of the institution. The Provost will continue to build UHD as an engaged public, urban university committed to student access and success.

The Senior Vice President and Provost reports to the President and will serve on the President’s Cabinet with responsibility for the Division of Academic Affairs. Student Affairs currently reports to the Provost, but steps are being taken to reorganize this critical area to function independently which will enable the next Provost and SVPAA to focus more fully on Academic Affairs.

RESPONSIBILITIES

Serving as the institution’s Chief Academic Officer, the Provost will play a central role in enhancing academic excellence and aligning priorities with the University’s strategic plan. The Provost serves as a member of the senior leadership team. S/he will work closely with the President, other executive officers, and faculty in formulating the University’s academic goals and policies. As Chief Academic Officer, the Provost is responsible for the articulation of the University’s vision of academic distinction; the development and administration of academic programs; policies relating to instruction, curriculum, and distance learning; faculty and academic staff appointments and performance assessments; and scholarship and community service initiatives among faculty. Other major responsibilities include:

- Advancing the vision, mission, and core values of the university, including being an enthusiastic spokesperson for UHD with internal and external constituencies.
- Working with the President in friend and fund raising, community relations, industry relations, etc.
- Supporting research, scholarly and creative activities of faculty and students.
- Promoting academic excellence in degree programs and in teaching, research, and service of faculty.
- Promoting inclusion and transparency, which should involve the campus community as partners in decision-making processes as they help to set and meet the highest standards.
- Fostering student success and engagement by creating an environment that cultivates student success, holistic development, and student engagement.
- Strategic planning, administration, and fiscal management.
- Growing and developing a vibrant and diverse faculty, administration, and staff.
• Nurturing relationships and entrepreneurship, including developing partnerships and fostering positive relations with foundations, granting agencies, University alumni, and legislative representatives at local, state, national, and/or international levels.
• Leading and fortifying an environment of diversity, equity, and inclusion at all levels of the organization.
• Administering the tenure and promotion processes.
• Coordinating and leading student success initiatives and accreditation-based assessments designed to improve student retention and graduation rates.
• Fostering the organized and strategic development of “High-Impact Practices” across the curriculum and campus to stimulate engaged learning and support student success.
• Supporting online education opportunities.
• Expanding distance education opportunities.

QUALIFICATIONS & KEY ATTRIBUTES

Required Qualifications

The ideal candidate will be a passionate advocate for the promotion of excellence; an academic leader with a track record of effective academic and administrative experiences; and a visionary and strategic thinker who can demonstrate collaboration and administrative accomplishment.

Required is an earned doctorate from an accredited institution; a minimum of ten years of higher education experience; experience at the Dean level or higher; and a record of excellence in teaching and scholarship commensurate with a tenured appointment at the rank of full professor in one of the academic departments at UHD.

Desired Experience

• Career track of progressive, documentable accomplishments in increasingly complex leadership roles within an academic setting – particularly within a large, diverse university environment.
• Experience working collaboratively with faculty, staff, and students in an environment of shared governance.
• Experience creating innovative approaches to provide faculty and staff with the resources and support to maintain and enhance excellence in teaching, scholarship, and student services.
• Experience working closely and collaboratively with senior leadership and establishing strong working relationships with university and legislative governing bodies.
• An ability to work with other academic and community leaders to further develop collaborative academic initiatives.
• A record of sound budgetary management with good financial acumen.
• Experience with the accreditation processes (institutional accreditation, general education, and/or specialized programs).
• Proven record of providing direction and advocacy for research and creative endeavors, particularly related to grant, contract, and research activities.
• Demonstrated leadership in fostering commitment to diversity, equity, and inclusion by building an inclusive and supportive environment for teaching, learning, service, and scholarship and by recruiting a diverse faculty and staff.
• Proven skill to administer the promotion and tenure process, faculty hiring and appointments, and other personnel actions.
• Demonstrated success in improving retention and graduation rates, particularly with first generation, underserved students.
• Proven success leading the expansion of distance education, online learning, and high-impact, experiential, and problem-based learning.
• Record of involvement and of maintaining a highly visible profile both on campus and with external constituencies and engaging with the faculty, student, alumni, and staff communities.

Desired Attributes

• Demonstrated commitment to increased diversity and inclusion through initiatives and projects.
• A self-starter with a “builder” mentality, bringing a diverse strategy that encompasses inventive academic and student success models.
• Strategic, forward thinking, and future-oriented mindset.
• Commitment to consensus-building, shared governance, and constructive interactions through transparent and collaborative leadership.
• Open and transparent communication style with excellent interpersonal communication skills.
• An energetic, well-grounded, service-oriented personality.
• High emotional intelligence. One who inspires commitment rather than driving compliance.
• Student centered with a deep passion for student success and the student experience.
• A visible and accessible approach to leadership.
• A strong moral compass with personal and professional integrity beyond reproach.
• Politically astute, yet apolitical. Able to communicate a position in a non-polarizing manner.
• A bias for action; a record of setting and surpassing objectives; and the proven “can do” drive to execute strategies and produce results beyond expectations.
• A critical/strategic thinker and problem solver.
• A demonstrated ability to represent UHD and interact in a social setting with ease and grace.
• An appreciation for serving the educational needs of an economically and demographically diverse population, particularly in urban settings.
• Ability to influence people positively, be a catalyst for progress, and make a decisive impact.
• An appreciation for the full range of academic disciplines and lifelong educational programs represented on campus.

University of Houston-Downtown (UHD)

STRATEGIC PLAN

Mission. The University of Houston Downtown is a comprehensive four-year university offering bachelor’s and selected master’s degree programs and providing strong academic and career preparation as well as life-long learning opportunities. Located in the heart of the city, the University reflects the diversity of the Greater Houston Area, and through its academic programs, engages with the community to address the needs and advance the development of the region. UHD is an inclusive community dedicated to integrating teaching, service and scholarly research to develop students’ talents and prepare them for success in a dynamic global society.

Vision. The University of Houston Downtown will be a premier city university engaging every student in high-impact educational experiences and ensuring that students graduate with 21st century skills.

Founded in 1974, the University of Houston-Downtown is one of four distinct universities in the University of Houston System (UHS). Led by President Loren J. Blanchard, Ph.D., UHD is committed to providing quality academic programs that serve the needs of the diverse population of Houston and the surrounding region. The second largest university in Houston, UHD is one of the most diverse institutions in the nation with a student body that mirrors Houston population demographics. UHD enrollment is more than 15,000 students and boasts
more than 57,000 alumni. It is nationally recognized as a Hispanic-Serving, Minority-Serving and Military-Friendly School. Through instructional excellence, scholarly activities and community involvement, the University makes a significant contribution to the city’s and state’s economic development.

UHD offers 44 undergraduate and nine master’s degree programs as well as 15 fully online undergraduate degree-completion programs and four fully online master’s degrees that prepare students for professional careers and leadership roles. UHD has five degree-granting colleges: Marilyn Davies College of Business, College of Humanities & Social Sciences, College of Public Service, College of Sciences & Technology, and University College. With a 20-to-1 student-to-faculty ratio, UHD provides a unique experiential learning environment and an affordable education with one of the lowest tuition rates among Texas colleges and universities.

With partnerships with Lone Star College (LSC) and offering select degrees and courses at UHD-Northwest at the LSC-University Center, LSC-Cy Fair, LSC-Kingwood and LSC-Atascocita as well as articulation agreements with surrounding community colleges, UHD has created pathways for transfer students to earn degrees at UHD.

15,170 STUDENTS

60,120 ALUMNI

53 DEGREE PROGRAMS OFFERED
(44 undergrad and 9 masters)

AVERAGE CLASS SIZE OF 27

AVERAGE AGE = 27

82% RECEIVE FINANCIAL ASSISTANCE

$2 BILLION ECONOMIC IMPACT

UHD Earns High Marks in U.S. News & World Report for Third Consecutive Year. Online Programs Ranked Among the Nation’s Best:
As the region’s largest provider of comprehensive university services, from the baccalaureate to the doctorate, the University of Houston System plays an essential role in meeting the higher education needs of the Houston metropolitan area and Texas.

UHS serves more than 72,000 students, has an annual budget that exceeds $1.7 billion, and produces a $6 billion-plus economic impact on the Greater Houston area each year. The UH System’s research and scholarship are globally significant, nationally competitive, and serve as an engine for economic development, while its public service activities enhance the quality of life in the region.

The UH System includes the University of Houston, UH-Clear Lake, UH-Downtown and UH-Victoria, and instructional sites in Katy, Northwest Houston, Pearland, and Sugar Land.

**University of Houston System**

- The UH System is comprised of four separate universities, each with its own budget: UH, UHCL, UHD, UHV.
- Renu Khator has a dual role as Chancellor of the UH System and President of University of Houston. The UHS Board of Regents oversees all four universities.
- Students within the UH System do not take classes at other UHS universities unless they are co-enrolled in two separate universities.
- All four UHS universities operate additional locations where they offer their respective students classes taught by their respective faculty. These are locations, they are not universities.

**University of Houston (UH)**
The largest university in Houston and the third largest in the state, UH is a nationally competitive doctoral degree-granting, comprehensive research university that is the flagship of the UH System. It has been recognized as a Tier One institution by the Carnegie Foundation for its high level of research activity. UH is home to Houston Public Media, KUHT-TV8, Houston’s PBS station and the nation’s first educational television station;
KUHF-88.7, Houston’s National Public Radio station; and KUHF 88.7 HD-2, Houston’s digital classical music stream.

University of Houston-Clear Lake (UHCL)
Nestled on a 524-acre wildlife and nature preserve near the NASA Johnson Space Center, UH-Clear Lake is a Hispanic Serving Institution offering more than 90 degree programs across four colleges and has an alumni base of more than 73,000. The University expanded from an upper-level and graduate institution into a full, four-year university in 2014, welcoming freshmen and sophomores to campus.

University of Houston-Downtown (UHD)
UHD is located in the central business district, providing valuable opportunities for student internships at major corporations. The University annually ranks among the top institutions in the nation for graduating Hispanic and African American students with bachelor’s degrees.

University of Houston-Victoria (UHV)
Located in the Coastal Bend region, UHV is an undergraduate and master’s university that enrolled its first freshman class in fall 2010. UHV offers more than 80 academic programs, with concentrations in the arts and sciences; business administration; and education, health professions and human development; along with one of the most dynamic online educational programs in the state.

The Community

The selected candidate will discover an environment where professional satisfaction and career achievement are paired with optimal quality of life in an economically thriving and highly desirable metropolitan area in vibrant, diverse Houston, the fourth largest city in the country, with the lowest cost of living among major metropolitan areas. Houston allows students, faculty and staff to draw on a wealth of resources: the city is rich in the arts and culture, thanks to its world-class performing arts organizations and renowned museum exhibitions, and is also a major economic and business hub with a strong, vibrant economy and a population that is growing at a rate of 1 million people every 10 years. Twenty-five Fortune 500 companies are headquartered in Houston - second only to New York City. It is also one of the most
diverse large cities in the country with no racial majority. It is home to more than 650 municipal, city, and state parks in the region and has more golf courses per capita than anywhere else in the country. Family members of all ages will find the elements that contribute to a safe and enjoyable lifestyle. https://www.houstontx.gov/abouthouston/

Whether seeking entertainment, recreation, educational, or employment options or simply a safe and comfortable place to live, family members of all ages will find here the elements that contribute to a safe, enjoyable, and fulfilling lifestyle. It's all here for the leader professionally prepared to grasp this superb opportunity.

KEY ATTRACTORS TO THE ROLE

- Career making opportunity to lead, enhance, promote, and grow academics on behalf of a comprehensive urban public university and one of the most diverse institutions in the nation.
- As the executive leader overseeing academic affairs, the Provost will serve as a key catalyst in determining the future course and culture of an institution whose faculty, staff, students, and alumni are poised to have a decisive impact locally, nationally, and globally.
- Grasp a rare opportunity to build commitment to student success, engaged scholarship, service, and scholarly research to develop students’ talents and prepare them for success in a dynamic global society.
- Enjoy the autonomy to bring your best ideas and create the ideal model within an environment where you will be listened to, heard, and affirmed.
- Make your mark, build a legacy of success and take the institution to the next levels of accomplishment and achievement.
- Grasp the opportunity to work in a collaborative, collegial environment with strong support at the highest levels of administration and influence within the institution and the community.
- Build a team that continually delivers quality instruction and exceptional student experience, and advance an organizational environment of shared challenges, opportunities, solutions, and rewards.
- Geography, climate, demographics, and ambiance combine to offer you a truly excellent place to live. Family members will discover a warm, open community that offers an attractive array of activities, amenities, services and opportunities.
The Search Committee invites letters of interest and nominations to be submitted directly to the search firm, Anthem Executive. Correspondence should include a curriculum vitae and a letter of interest describing relevant experience and interest in the position, and should be submitted to Scott Watson, Michael Ballew, Florene Stawowy or Mike “JR” Wheless at:

UHDPprovost@anthemexecutive.com

While applications and nominations will be accepted until a new Senior Vice President and Provost is selected, interested parties are encouraged to submit their materials to the address below by November 19, 2021, to assure optimal consideration. Expressing interest is the first step in receiving consideration and does not make one an applicant for the position.

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UHD is committed to providing equal access and opportunity to employees, applicants for employment, and service providers without regard to age, disability, gender, genetic information, national origin, race, religion, sexual orientation, or status as a Vietnam War Era Veteran.