



EXECUTIVE SEARCH PROFILE

PROVOST



R.H. PERRY & ASSOCIATES
SEARCH COUNSEL TO HIGHER EDUCATION

THE OPPORTUNITY

To join the president and her vibrant leadership team in taking this institution to its next level of academic excellence; to assist in opening a new school of pharmacy and enabling deans to develop innovative programs at the undergraduate and graduate levels.



THE COLLEGE

Saint Joseph College is a comprehensive institution with career-focused undergraduate, graduate, and certificate programs. Enhanced by the Catholic intellectual tradition and the values of its founding Sisters of Mercy, the College allows students to thrive in a culture of achievement and collaboration. It offers solid professional training grounded in the liberal arts and is consistently cited on the national level for the quality of its academic programs. A faculty committed to outstanding teaching and scholarship with devotion to students is foremost among its institutional strengths.

The College serves the needs of a diverse, intergenerational student body through liberal and professional schools at the undergraduate and graduate levels. Saint Joseph College has two model laboratory schools that serve as training sites for students: The Gengras Center, a special needs facility located on campus and The School for Young Children, an early childhood education center located one block from campus. The College's 84-acre campus also features six residence halls, McGovern Hall (home to the dining hall, bookstore and student center), The O'Connell Athletic Center, the Information Technology Network Center, The Pope Pius XII Library, and The Carol Autorino Center for the Arts and Humanities which houses The Saint Joseph College Art Gallery, the Hoffman Auditorium and the College Archives.

There are nearly 2,000 students who are diverse in terms of age, cultural, and socio-economic backgrounds. The College has approximately 850 undergraduate women, with 48% as residential and 52% as commuters. Students excel in academics, place a high priority on community service, field successful sports teams and are enriched by co-curricular opportunities in the arts. In addition, the coeducational undergraduate Weekend Program enrolls nearly 125 adult learners and the coeducational Graduate programs enroll over 970 students.

The College is accredited by the New England Association of Schools and Colleges (NEASC) and has specialized accreditation in six programs. Its Carnegie classification is Master's M.





MISSION:

Saint Joseph College, founded by the Sisters of Mercy in the Roman Catholic tradition, provides a rigorous liberal arts and professional education for a diverse student population while maintaining a strong commitment to developing the potential of women.

The College is a community which promotes the growth of the whole person in a caring environment that encourages strong ethical values, personal integrity and a sense of responsibility to the needs of society.

CORE VALUES

Catholic Identity: *Saint Joseph College is grounded in its heritage as a Catholic institution, expressing the Catholic tradition in an ecumenical and critical manner.*

Commitment to Women: *Saint Joseph College encourages, inspires and challenges each woman to develop every aspect of her personhood, intellectual, spiritual, social, emotional and physical.*

Compassionate Service: *Saint Joseph College promotes, supports and facilitates caring service as an integral part of all teaching and learning experiences.*

Academic Excellence: *Saint Joseph College provides a value-centered education that prepares students as global citizens, lifelong learners, and informed decision makers.*

Respect/Integrity: *Saint Joseph College demonstrates respect and reverence for all people and fidelity in personal witness.*

Hospitality: *Saint Joseph College is a welcoming community where its relationships are based on openness, inclusivity and mutual respect.*

Multiculturalism/Diversity: *Saint Joseph College is committed to fostering the growth of an inclusive community that welcomes differences among community members and benefits from them.*





BACKGROUND

Saint Joseph College's Provost oversees the planning, implementing, and evaluation of undergraduate and graduate programs. The College currently has an interim provost who is anticipated to serve until June 2011; she is not a candidate for this position. The interim has strengthened the College's policies and systems, improved the processes, and worked on ensuring the consistency and effectiveness of institutional governance.

The Deans of the Schools of Education, Graduate and Professional Studies, Health and Natural Sciences, Humanities and Social Sciences, and Pharmacy report directly to the Provost. Also reporting directly to the Provost are the following directors: Academic Advising, the Art Gallery, the Center for Academic Excellence, the Honors Program, Institutional Research and Planning, International Studies, the Library, and the two laboratory schools (The Gengras Center and The School for Young Children), in addition to the Registrar.

Dr. Pamela Trotman Reid has been president since January 2008. Since her arrival, the College has moved from a Division to a School organization which has resulted in a less-horizontal academic reporting structure, and has created a School of Pharmacy, which is scheduled to begin admitting students in Fall 2011.

The Provost reports directly to the President and will stand in place of the President when she is away from campus.



CHALLENGES

Major Challenges facing the next Provost include:

- Completing the transformation of Saint Joseph College from Divisions to Schools; managing cultural change consistent with the institution's mission and new organizational structure;
- Creating an academic agenda; growing the undergraduate programs and enrollment;
- Continuing the development of the academic infrastructure; improving and regularizing processes and procedures for faculty and staff; orchestrating shared governance;
- Implementing separate faculty handbooks and institutional governance documents;
- Leading academic strategic planning linked to budgeting; indentifying and balancing priorities;
- Identifying and developing signature academic programs based on current strengths and potential;
- Working with the academic deans to grow external partnerships such as community college relationships;
- Advancing academic assessment throughout the Schools and the centers; developing a teaching and learning center; leading faculty development initiatives; and
- Giving leadership to the development of a team concept among the Deans and center Directors; mentoring potential academic leaders to strengthen the institution

QUALIFICATIONS

Saint Joseph College seeks a Provost who is a person of vision, a strategic thinker with strong interpersonal skills and who:

- Possesses an earned accredited doctorate with a strong scholarly and research record that would qualify for the rank of full professor;
- Has at least five years of progressively-responsible experience in academic administration;
- Demonstrates excellent communication skills in speaking, writing, and listening;
- Understands a complex comprehensive institution in the framework of the "New American College";
- Displays financial acumen with demonstrated experience in budget control;
- Has experience in academic and overall strategic planning and the proven capacity to implement complex, time-sensitive projects as well as broad strategic initiatives;
- Is conversant with current best practices in assessment;
- Has regional and specialized accreditation as well as state licensure experience; and who
- Demonstrates commitment to diversity and the values of the Sisters of Mercy: compassion, justice, integrity, service, and respect.



SAINT JOSEPH COLLEGE

KEY INDICATORS

Investment in Plant, less depreciation:	\$34.64 million
Plant Replacement Insured Value:	\$128.46 million
Cost of Operating Physical Plant:	\$3.38 million
Endowment:	\$15.8 million
Budget:	\$38.7 million
Tuition:	\$27,580.00 (2010-11)
Student Enrollment for Fall 2009 (headcount):	963 (undergraduates) 972 (graduates) Total- 1935
Tuition Discount Rate for 2009:	35% (All) 49.6% (Freshman)
Average SAT Score:	972
Freshman Retention Rate:	75% (Fall 2008 to Fall 2009)
Graduation Rate:	Fall 2003 cohort: 46%
Living Alumni:	12,975
Number of Full-time Faculty:	85
Tenured (FT only):	50
Student/ Teacher Ratio:	10:1 (2009-10)
Degrees:	B.A., B.S., M.A., M.S.
Library Volumes:	137,500 (including e-books and journal subscriptions)
Athletics League:	Great Northeast Athletic Conference NCAA- Division III Eight Varsity teams



APPLICATION PROCEDURES

To be considered, candidates should e-mail, as MSWord attachments, a cover letter that addresses the challenges and qualifications listed above, a current résumé, and the names, phone numbers, and e-mail addresses of three references to: SJCProvost@rhperry.net. Applications are due by **November 18, 2010**, when screening will begin.

FOR FURTHER INFORMATION CONTACT:

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POLICY

R. H. Perry & Associates is committed to the highest standards of professionalism in all dealings with candidates, sources, and references. We fully respect the need for confidentiality and assure interested parties that their background and interests will not be discussed without consent of the applicant prior to her or his becoming a candidate.

*Saint Joseph College is an Equal Opportunity Employer (M/F/V/D) that values diversity;
people of color are strongly encouraged to apply.*

www.sjc.edu

