

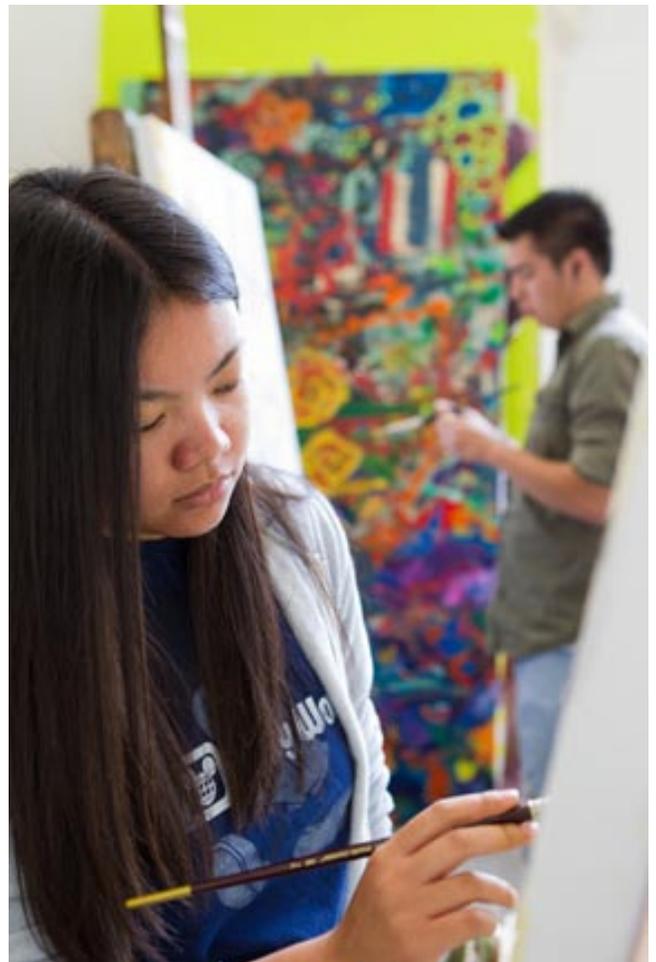


EXECUTIVE SEARCH PROFILE

ASSOCIATE DEAN OF THE COLLEGE OF HUMANITIES & THE ARTS



**SAN JOSÉ STATE
UNIVERSITY**



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



San José State University invites nominations and applications for an outstanding and innovative academic leader for the position of Associate Dean of the College of Humanities & the Arts.

THE UNIVERSITY

San José State University (SJSU) is a major, comprehensive public university located in the center of San José, California - the heart of Silicon Valley. A member of the 23-campus California State University System, SJSU is the oldest state university in California. Its distinctive character has been forged by its long history, its location and its vision - a blend of the old and the new, the traditional and the innovative. Among its most prized traditions is an uncompromising commitment to offer access to higher education to all persons who meet the criteria for admission; and to provide for and support a faculty that is active in scholarship, research, technological innovation, community service and the arts.

SJSU grants bachelor's and master's degrees in 134 areas of study. Quality teaching and small classes are a priority, where tenured professors teach introductory as well as advanced courses. Among the top 200 universities in research and development expenditures (as surveyed by the National Science Foundation), SJSU offers rigorous course work and research opportunities to more than 30,000 undergraduate and graduate students, with over 600 tenure/tenure track faculty and 1,400 staff.

The University is accredited by the Western Association of Schools and Colleges. The academic colleges include Applied Sciences and Arts; Business; the Connie L. Lurie College of Education; the Charles W. Davidson College of Engineering; Humanities & the Arts; Science; and, Social Sciences.





THE UNIVERSITY *(continued)*

The University offers 69 bachelor's degrees with 81 concentrations and 65 master's degrees with 29 concentrations. The University is proud of its award-winning library, a unique joint city-university partnership.

SJSU is an exceptional place for hands-on learning, professional development and personal growth. The University occupies 19 blocks in downtown San José with 23 academic buildings and seven residence halls. Located 1.5 miles away on 62 acres is the South Campus, which includes the Spartan Stadium and athletics fields.

THE COLLEGE OF HUMANITIES & THE ARTS

The College of Humanities and the Arts seeks to instill in the student an understanding of human existence that is both tolerant and moral, and to nurture an appreciation of communication and creativity as portrayed and expressed in works of language and literature, visual and performing arts, philosophy and religion, and by engagement in the humanities and the arts as broadly defined disciplines that lie at the heart of what is meaningful in human society.

The College consists of the professionally accredited School of Music and Dance; the Departments of Design; Radio, Television, Film, Theatre, and Animation and Illustration; English and Comparative Literature; World Languages and Literatures; Humanities; Linguistics and Language Development; Philosophy; Art and Art History.





THE COLLEGE OF HUMANITIES & THE ARTS (*continued*)

The College's dynamic faculty provides a rich mix of undergraduate and graduate offerings encompassing 14 Masters and 41 majors and 30 minors, as well as several interdisciplinary programs, and credentialing and certificate programs.

The College awards the following degrees: Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, Master of Arts, and Master of Fine Arts.

The College also supports six centers and institutes, including the Center for Steinbeck Studies; the Center for Beethoven Studies; the Center for Human Language Technology; the Center for Literary Arts; the CADRE Laboratory for New Media; and, the Institute for Social Responsibility and Ethics in Education.

THE POSITION

The Associate Dean of the College of Humanities & the Arts reports to the Dean of the College, Dr. Lisa Vollendorf, and serves as a primary administrator for the College, assisting the Dean in providing leadership to its schools, departments, programs, centers, and institutes.. The Associate Dean also represents the College and University to community, cultural, and professional organizations.



THE OPPORTUNITY

The College of Humanities & the Arts seeks an Associate Dean who can understand, value, and promote the diverse disciplines within its Schools and Departments, and facilitate effective organizational leadership. The Associate Dean will work in concert with the Dean, the faculty, and the staff to develop a shared vision for the College, and foster a team approach to addressing sensitive issues. He or she will also build rapport with administrators and cultural leaders in the city community to advance opportunities for collaboration between the city and the College.

The Associate Dean will be committed to the mission and goals of the College and the University; be student-centered and support efficient student services; and recognize and respect the College's traditions while embracing change within the changing context of the future of the humanities and the arts in higher education. He or she will be socially intuitive, have a sense of humor, and the ability to get along well with others. We seek someone with a commitment to transparency, effective interpersonal and communication skills; and a passion for the humanities and the arts.

RESPONSIBILITIES

The Associate Dean is responsible for the following:

1. Provide leadership to faculty and staff, inspiring vision, creativity, and integrity necessary to support the missions of both the College and the University.
2. Participate in academic planning and assessment of curriculum and instruction, inspiring a commitment to excellence in teaching and learning, including the use of technology and innovative pedagogies.
3. Engage in fiscal planning and budgeting for all academic units in the College.
4. Participate in the faculty retention, tenure and promotion process, and foster faculty development.
5. Develop partnerships and ties with various stakeholders across the University, and the broader community to ensure excellence in the College and University's teaching, research, and service mission.
6. Contribute to creating an academic community in which a diverse population can learn and work in an atmosphere of tolerance, civility and respect for each individual.
7. Work collaboratively both within and outside of the college to promote cutting-edge curriculum and infrastructure.

QUALIFICATIONS

The successful candidate will have a distinguished record in teaching and scholarship, with a terminal degree in a field represented in the College. In addition, he or she will have a progressive record of extensive and successful administrative responsibility, including a minimum of three years of relevant administrative experience as a chair, program director, coordinator, or a similar administrative role.



QUALIFICATIONS (continued)

Prospective candidates will have demonstrated experience managing and solving a variety of personnel and management challenges in a rapidly changing academic environment. The successful candidate will also show evidence of and commitment to working in an ethnically and culturally diverse educational environment.

The College and University constituents seek the following strengths and skills in the Associate Dean:

1. Ability to provide leadership and administrative competency in leading a diverse college community with broad curricular offerings.
2. Demonstrated skills in effective academic planning and fiscal management; proven record of promoting positive and cooperative relationships among faculty, staff, and students; experience with awareness of and sensitivity to the educational goals of a diverse population.
3. Demonstrated knowledge, skills, and expertise related to an academic discipline and recognition as teacher and scholar that would allow the candidate to have retreat rights to a Department or School in the College.
4. Demonstrated evidence of research, scholarship, and service in professional organizations.
5. Demonstrated skills in curriculum development and evaluation; knowledge of retention, tenure, and promotion review; and assessment of programs and curriculum, including student learning outcomes.
6. Demonstrated skills necessary for establishing high quality communication involving written reports, daily correspondence, and speeches to internal and external groups.
7. Ability to cultivate a diverse academic community, maintain an atmosphere of civility and respect for all learners, and respond effectively to diverse community constituencies.
8. Ability to define problems, collect data, establish facts, draw valid conclusions and to interpret a wide range of information and data.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. It is the policy of SJSU to provide reasonable accommodations for qualified persons with disabilities.



SAN JOSE STATE UNIVERSITY

KEY INDICATORS 2012

University Endowment:	\$73,000,000 (approximate)
University Budget (FY 2011-12):	\$101,113,122 from state and \$159,092,787 from fee revenue
College of Humanities & the Arts Budget:	\$16,687,438
Tuition (FY 2011-12):	\$5,472 (6.1 units or greater)
Campus Fees:	\$1,368
University Student Enrollment (Fall 2011):	30,236
College of Humanities & the Arts:	3,780
Average SAT Score:	Composite 1007 – Verbal 488, Math 519 (Fall 2009 FTF)
Retention Rate (Fall 2011):	1st Year Retention Rate 87.1%
University Graduation Rates (Fall 2011):	
% Fall 2005 first-time freshman:	44.3% (6 Year Graduation Rate)
% Fall 2008 Transfer:	57.6% (3-year Graduation Rate)
Living Alumni:	205,000
Number of Total Faculty (Fall 2010):	1,862 Total 1,178 FTEF 609 tenured/tenure-track
College of Humanities & the Arts:	387 Total 116 tenured/tenure track
Student/Teacher Ratio (Fall 2011):	21.5:1 (SFR=FTES/FTEF)
College of Humanities & the Arts degrees offered:	B.A., B.F.A., B.Music, B.S, M.A. and M.F.A.
Library Volumes:	1,000,000+



APPLICATION PROCEDURES

Review of applications will begin in **February 8, 2013**, with an anticipated start date of June 1, 2013. To be considered, candidates should e-mail, as Microsoft Word or Adobe Acrobat attachments, the following: 1) a cover letter that addresses the position responsibilities and qualifications listed above; 2) a current curriculum vitae; and 3) the contact information for five professional references to SJSUAssocDean@rhperry.com

FOR FURTHER INFORMATION, PLEASE CONTACT:

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OR

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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.

SJSU is an Equal Opportunity/Affirmative Action employer committed to nondiscrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender status, marital status, pregnancy, age, disability, or covered veteran's status consistent with applicable federal and state laws. Reasonable accommodations will be provided for qualified applicants with disabilities who self disclose.

Additional information about San José State University can be found at:

www.sjsu.edu

