

Assistant Vice Provost for Academic Success

Reporting to the Vice Provost for Student Success, the Assistant Vice Provost for Academic Success is responsible for ensuring excellence and providing leadership in measures to improve student experience and educational innovation. This 1.0 FTE administrative position is designed to enable the successful candidate to gain experience in higher education leadership and to develop many of the skills necessary for directing initiatives and supporting vital processes.

The Assistant Vice Provost for Student Success will be responsible for ensuring the quality of design of UNM degree programs and curricula, as well as their alignment with student needs and institutional capacity. In addition, the AVP will identify a special academic success focus (for example, internship experiences, dual degrees, general education, interdisciplinary degrees, bachelor's plus master's, enrollment forecasting and growth, high impact practices, or faculty early alerts and preventative interventions, etc.) in consultation with the Provost's leadership team and based on interest and expertise. The AVP will work closely with deans, department chairs, faculty, and other internal and external stakeholders to ensure that faculty and students have the academic opportunities within the curriculum that they need to excel. The AVP will oversee the Office of Assessment and Academic Program Review, Office of the Provost curricular review and program development support, and University Accreditation. The AVP will play an important role, partnering with the Vice Provost for Student Success and other Provost Office senior staff, in developing and executing strategies to achieve [UNM 2040: Goal 2](#).

Through close collaboration with schools/colleges, branch campuses, departments and programs and academic affairs units including Student Affairs and Enrollment Management, the AP will:

Guide Effective Curricular Design:

- Support departments and faculty in curriculum design and throughout the review process
- Identify opportunities for new programs or program changes to meet New Mexico needs
- Strengthen development of transfer pathways, collaborating with colleges/schools, the UNM transfer specialist, branch campuses and other community college partners, including CNM
- Serve as a liaison to select Faculty Senate, UNM units, and State committees and maintain cross-University awareness of curricular initiatives: Curricula Committee, Faculty Senate Graduate and Professional Committee, New Mexico Curriculum and Articulation Committee, UNM Associate Registrar and Registrar.

- Enable partnerships between departments and programs and non-credit programs serving life-long learners
- Strengthen experiential learning opportunities, including international learning, for UNM students.

Ensure quality of programs and capacity for strategic change

- Partner with program faculty and staff in identifying opportunities for improvement and related strategy
- Strengthen use of assessment and academic program review
- Develop practices to strengthen connection between assessment, review, and curricular change
- Build opportunities for chairs, faculty, and staff to enhance teaching practices in direct relationship with findings about student success

Supervise and Support:

Office of Assessment and Academic Program Review
 University Accreditation Manager
 Office of the Provost and EVP for Academic Affairs Curriculum Review
 Continuing Education
 Study Abroad Allocation Committee
 Health and Safety Advisory Committee
 Global and National Security Policy Institute

Qualifications:

Minimum Qualifications:

- Current employment as a University of New Mexico Full Professor (with tenure)
- Demonstrated effectiveness in improving student learning

Desired Qualifications:

- Ability to foster collaboration and trust, and to work collegially
- Demonstrated commitment to advancing diversity, equity, and inclusion
- Record of significant engagement across the University
- Excellent interpersonal and communication skills
- Experience designing and proposing courses and programs
- Ability to manage multiple competing priorities and meet deadlines while making progress on longer term projects
- Evidence of a commitment to shared governance and success in collaborating with faculty and staff
- Effectiveness as a leader within an academic unit (program, department)



Application, Inquires and Nominations

Electronic submission of applications materials is required.

Application materials should include: Current CV; a cover letter expressing interest in and qualifications for the position; and a list of 3-5 professional references. The best consideration date for application materials is October 25, 2024.

Applications to be submitted via [UNMJobs](#) referencing Req31116.

Nominations and inquiries to be directed to Provost's chief of staff, Jennifer Love at jenlov22@unm.edu