

## University College Dean Search Opportunity Profile

The University of New Mexico (UNM) invites internal applications for the position of Dean of University College. University College offers a variety of programs and services aimed at helping students succeed in their academic journey. These include advising services, learning strategies, support for transitioning into university life, and other resources tailored to meet the needs of first-year students, transfer students, and those still exploring their academic options. University College is an undergraduate student focused unit which includes staff and non-tenure-track faculty employees. University College provides critical programs, including:

- Academic Communities to provide a gateway to UNM and provide the tools that first-year students need to succeed in higher education.
- Pre-Health Professional Development support for students to prepare those interested in careers in the health professions.
- Liberal Arts and Integrative Studies (LAIS), an interdisciplinary bachelor's program that supports a broad education.
- Military Studies programs for UNM's three ROTC programs, supporting college students who are working towards a commission in the US armed forces.

University College also currently manages one graduate program, the masters in Global and National Security. The Director of the Global and National Security Policy Institute jointly reports to the dean and to the provost's office.

University College has a key role to play in delivering on all of the UNM 2040 Goals, including Advancing New Mexico, Student Experience, Inclusive Excellence, Sustainability, and One University.

### **Key Responsibilities:**

- **Leadership and Vision:** Provide strategic leadership and vision for University College, ensuring alignment with our UNM 2040 mission and goals.
- **Academic Excellence:** Oversee a diverse range of academic programs and support services and foster an environment of academic rigor, innovation, and interdisciplinary collaboration.
- **Student Success:** Champion the needs of a diverse student body, particularly those undecided about their majors or less well prepared for college-level work, providing guidance and resources to help them identify and pursue their academic and career goals. Oversee a comprehensive range of student support services, including academic advising, academic skill development, and first-year experience programs.
- **Student Development:** Help students actively plan their academic journey, whether transitioning into other schools or colleges or remaining in LAIS, and explore post-graduation pathways, including additional career pathways and additional education
- **Faculty and Staff Development:** Lead and mentor a team of dedicated faculty and staff. Encourage professional growth and foster a culture of excellence, inclusivity, and collaboration.
- **Diversity and Inclusion:** Champion diversity, equity, and inclusion within University College and across the university, fostering an inclusive environment where all students, staff, and faculty are valued and supported.

- **Collaborative leadership:** Collaborate with other academic units to create a seamless and integrated educational experience for UNM students, particularly with the other schools and colleges to whom many UC students transfer, and from which many UC students take classes.
- **Resource Management:** Oversee budgeting, fundraising, and resource allocation in a unit with a \$2.6M budget to support the strategic goals of UC.

The Dean of University College reports to the Provost and Executive Vice President for Academic Affairs, and is a member of the Dean's Council, which includes all UNM deans and branch chancellors. This is a full-time 1.0 FTE faculty executive position and will be filled through an internal search. Candidates must be tenured full professors at UNM by the time of appointment.

The successful candidate will have all or most of the following qualifications:

- A distinguished record of academic achievement.
- A distinguished record of administrative achievement.
- Demonstrated commitment to supporting a diverse student population and student success.
- Proven leadership in developing, implementing, and leading undergraduate academic programs.
- An ability to synergize across the multiple programs within UC, and to collaborate across the other schools and colleges of UNM.
- Excellent communication, collaboration, and interpersonal skills.
- Experience in budget management and fundraising.
- Demonstrated commitment to diversity, equity, inclusion, student success, and working with broadly diverse communities

**Application Process:** Interested candidates should submit applications including cover letter, CV, and names of at least three references, through UNMJobs. Colleagues may nominate who they think is qualified for the position by emailing provost@unm.edu. Materials will be vetted by a search advisory committee in consultation with the provost. Materials should be submitted by March 1, 2024 for best consideration. Applications may be submitted here: <https://unm.csod.com/ui/internal-career-site/app/job-details/28320>