

Posting Date: January 15, 2010

Closing Date: Until Filled

ASSOCIATE COMMISSIONER FOR ACADEMIC AFFAIRS

The Commissioner of Higher Education invites applications and nominations for the position of Associate Commissioner for Academic Affairs. The Associate Commissioner is the chief academic officer for the Utah State Board of Regents and the Utah System of Higher Education (USHE), reports directly to the Commissioner, and is a member of the Office of the Commissioner for Higher Education (OCHE) executive team.

Major Duties: The major duties of the Associate Commissioner include the following: (1) oversee USHE program and degree approval processes, (2) oversee and coordinate USHE programs for accountability and accreditation, (3) develop and supervise USHE special initiatives to enhance program areas such as engineering, libraries, nursing, and teacher education, (4) oversee budgets for the Academic Affairs division within OCHE and USHE special initiatives, (5) direct USHE efforts to improve student success through improved advising, orientation, and course transfer, (6) chair and work collaboratively with the system's Chief Academic Officers, (7) chair various USHE academic-related committees, (8) interface and collaborate with education and government leaders and their staff on academic issues including, but not limited to, providing leadership to the state-level K-16 Alliance and maintaining a close working relationship with the state's colleges and universities and the State Office of Education, (9) supervise academic staff within the Office of the Commissioner, and (10) perform other duties as assigned by the Commissioner. All of these duties require a high level of collaboration with individuals in a variety of organizations.

Preferred Qualifications: Preference will be given to candidates with the following qualifications: (1) a doctorate or equivalent other terminal degree, (2) experience in academic leadership at the departmental, school, college, institutional and system level, (3) experience in academic program planning and development, (4) experience with measures of accountability and accreditation, (5) experience with policies and practices dealing with student access, participation, and completion, (6) excellent writing and oral communication skills with demonstrated ability dealing with conflict resolution pertaining to academic or programmatic disputes, (7) experience with legislative processes and interaction with state-level departments and agencies, and (8) experience as a faculty member in higher education.

Salary will be commensurate with qualifications and experience. The position will remain open until filled. Screening will begin March 1, 2010. Letters of application and nomination, including a resume and names of three professional references, should be sent to:

Human Resources
Utah System of Higher Education
60 South 400 West
Salt Lake City, Utah 84101
801-321-7124
Fax: 801-366-8405
Email: hr@utahsbr.edu

The Utah System of Higher Education is an "Equal Opportunity Employer," and prohibits, in all employment – related practices and decisions, discrimination, harassment or prejudicial treatment against any person based on race, color, religion, national or ethnic origin, gender, pregnancy, childbirth, pregnancy related conditions, age, disability, veteran status, or otherwise as provided by federal, state or local law.

Applicants claiming veteran's or disabled veteran's preference must submit a photocopy of their honorable discharge (such as DD-214) showing dates of active service and verification of disability.

We are concerned about violence in the workplace, falsified employment applications, and employee theft. We conduct a full background check on all candidates for employment.

This employer participates in E-Verify. This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.