

SEARCH PROFILE:

VICE PROVOST



CSUN®

CALIFORNIA
STATE UNIVERSITY
NORTHRIDGE

TABLE OF CONTENTS

CSUN'S COMMITMENT TO YOU	3
THE UNIVERSITY	3
CSUN SELECT RECOGNITIONS AND DISTINCTIONS	5
ACADEMIC AFFAIRS	5
THE POSITION OF VICE PROVOST	6
QUALIFICATIONS	7
GENERAL INFORMATION	7
APPLICATION PROCESS	8



California State University, Northridge (CSUN) seeks a visionary and collaborative academic leader to serve as the next Vice Provost in the thriving and diverse environment of greater Los Angeles. Under the direction of the Provost and Vice President for Academic Affairs, the Vice Provost supports and implements the strategic vision of the Provost and Vice President for Academic Affairs, and serves as the administrator-in-charge of the Division in the absence of the Provost. The Vice Provost supports deans and other administrators, faculty committees, staff, and students in the context of university and divisional priorities as outlined by the Provost. The Vice Provost represents the Provost and Vice President for Academic Affairs on campus, in the community, and within the region.

CSUN'S COMMITMENT TO YOU

CSUN is committed to achieving excellence through teaching, scholarship, learning, and inclusion. Our values include a respect for all people, building partnerships with the community, and the encouragement of innovation, experimentation, and creativity. CSUN strives to cultivate a community in

which a diverse population can learn and work in an atmosphere of civility and respect. CSUN is especially interested in candidates who make contributions to equity and inclusion in the pursuit of excellence for all members of the university community.

THE UNIVERSITY

One of the largest universities in the country, California State University, Northridge (CSUN) is an urban, comprehensive university that delivers award-winning undergraduate and graduate programs to more than 36,000 students annually and counts more than 400,000 alumni who fuel the region's economy. Since its founding in 1958, CSUN has made a significant and long-term economic impact on California, generating nearly \$1.9 billion in economic impact and nearly 12,000

jobs each year. CSUN is a designated Minority-Serving and Hispanic Serving Institution, ranking amongst the top twenty in the nation in graduating Latinx students. More than 70 percent of CSUN students are first-generation college students, and 60 percent come from historically underrepresented groups. *Money* magazine consistently ranks CSUN among the nation's "most transformative" colleges for putting diverse students on the path to higher career earnings.

CSUN SELECT RECOGNITIONS AND DISTINCTIONS

- *Excelencia* in Education awarded CSUN the prestigious Seal of *Excelencia*, a national certification that recognizes institutions that authentically and intentionally serve Latinx/a/o students, to the benefit of all students.
- The *Wall Street Journal*/College Pulse 2024 Best Colleges in the U.S. ranked CSUN: #12 Best Public University nationally, #2 Best Public University in California, #20 Best for Student Experience nationally, and #5 Best for Social Mobility nationally.
- CSUN has been recognized as a top performer in the Association for the Advancement of Sustainability in Higher Education (AASHE) 2023 Sustainable Campus Index, moving into 4th place among master's institutions.
- *U.S. News & World Report* named CSUN the 25th best regional university in the West, and No. 11 best public school among regional universities in the West.
- *Washington Monthly* ranked CSUN fourth in the West among America's Best Bang for the Buck Colleges.
- CSUN has the largest enrollment of students who are Deaf and Hard of Hearing among mainstream universities in the nation.
- Hillel has named CSUN as one of the "Top 60 Public Universities by Jewish Population" and ranked the university #1 in California and #13 nationally among public schools with the largest Jewish populations.
- CSUN has awarded the third-most bachelor's degrees to Latinx/a/o/Hispanic students in the nation, according to the National Center for Education Statistics.
- A *New York Times* interactive database of college rankings shows CSUN's transformational impact. According to the database, CSUN is #1 out of 293 public colleges nationwide for the economic diversity of its students. Among 883 public and private colleges nationwide, CSUN is #2 for economic diversity, 18th for economic mobility, and 21st for its low net price.
- The National Science Foundation ranked CSUN in the top 15 nationally among similar institutions (Carnegie Master's Colleges and Universities) for graduates who go on to earn research doctorates.
- CSUN is ranked #15 in the nation on CollegeNET's 2022 "Social Mobility Index," which measures the success rates of economically disadvantaged students graduating into well-paid jobs.
- CSUN scored 4.5 out of 5 stars on the Campus Pride Index.
- For the third straight year, in 2023 CSUN was designated a Fulbright HSI Leader from the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) for its noteworthy engagement with the Fulbright Program.
- The Association of College and University Educators (ACUE) honored CSUN as a Movement Maker for demonstrating an enduring commitment to the success of all students. The award was presented to the CSU — highlighting CSUN and Cal State LA — at ACUE's inaugural National Higher Education Conference in June 2023.
- The Arbor Day Foundation recognizes CSUN as an official Tree Campus USA for its commitment to effective urban forest management, a title the university has held for nine years.
- A team of 39 CSUN mechanical engineering students won multiple top-3 awards in a NASA program that asked schools with high populations of traditionally underrepresented students to design technology for a future mission to the moon.
- CSUN alumni have won Grammys, Oscars, Golden Globes and Emmys, and they work at all levels of the music and media industries. Seven CSUN alumni journalists are winners of the Pulitzer Prize, the highest journalism honor in the country.
- The long-running Assistive Technology Conference, sponsored by CSUN's Center on Disabilities, is recognized as the premier event in the field of technology for persons with disabilities.





CSUN STUDENT DEMOGRAPHICS (FALL 2022)

- **36,123 STUDENTS**
- **CSUN RACE/ETHNICITY**
 - American Indian/Alaskan Native: 0.1%
 - Asian American: 9.2%
 - African American: 4.7%
 - Latino/a: 55.4%
 - Pacific Islander: 0.1%
 - White: 20.6%
 - Multi-Race: 3.0%
 - International: 3.5%
 - Unknown: 3.3%

ACADEMIC AFFAIRS

CSUN's nine colleges offer 71 baccalaureate degrees, 78 master's degrees, 17 teaching credential programs, and doctorates in audiology, educational leadership, and physical therapy. For more information about the units in Academic Affairs, click the links below.

- [Mike Curb College of Arts, Media, and Communication](#)
- [David Nazarian College of Business and Economics](#)
- [Michael D. Eisner College of Education](#)
- [College of Engineering & Computer Science](#)
- [College of Health & Human Development](#)
- [College of Science and Mathematics](#)
- [College of Social and Behavioral Sciences](#)
- [Tseng College of Graduate, International, and Midcareer Education](#)
- [Oviatt Library](#)



THE POSITION OF VICE PROVOST

As directed by the Provost, the Vice Provost solves a variety of administrative challenges for the Division. This position manages the offices of Assessment and Program Review and the Reserve Officers Training Corps; coordinates university accreditation activities as the academic liaison officer to the Western Association of Schools and Colleges (WASC); coordinates preparation of the University Planning and Budget Group agendas and also serves on a variety of ad hoc working groups; serves as liaison for audits related to Academic Affairs and, in conjunction with other leaders, monitors implementation of Executive Orders from the CSU Office of the Chancellor as they apply to/impact Academic Affairs units; handles international travel approvals for the Division of Academic Affairs and all travel for direct reports to the Provost; reviews and approves all hospitality and Foundation

expenditures within the Division; reviews and approves time, master payroll, and other HR approvals within the Division; reviews and approves H-1B and J-1 visas; serves as the Provost's representative on a variety of university committees and advisor for shared governance matters; handles student complaints that come to the Office of the Provost, meeting and consulting with students, faculty, and associate deans as needed; solves a variety of administrative challenges for the Division while exercising discretion and communicating with diplomacy.

As a representative of the Provost and Vice President for Academic Affairs on campus, in the community, and within the region, the Vice Provost acts as a resource for the deans, associate vice presidents, and representatives from other divisions. Performs other duties as assigned.



QUALIFICATIONS

REQUIRED QUALIFICATIONS:

- Earned doctorate or terminal degree from an accredited institution
- Credentials and experience for a faculty appointment at the rank of full professor
- Demonstrated competency in university teaching and a record of scholarly and professional accomplishment
- At least three (3) years of successful administrative experience providing coordination, analysis, reports, and recommendations for administrative action, and in providing high-level judgment and support to a senior executive
- Administrative experience in higher education that can contribute to the diversity of the university and community through their leadership

PREFERRED QUALIFICATIONS:

- Successful experience in curriculum development, learning assessment, and program review within a collaborative and consultative decision-making environment

KNOWLEDGE, SKILLS, ABILITIES & LEADERSHIP:

- Lead diverse teams to support the operational mission and vision of employers by fostering an ethical, inclusive, and collegial work environment.
- Demonstrated ability to support ongoing improvement through courageous, resilient, and catalytic leadership.
- Lead varying initiatives through a collaborative, service-oriented, and communicative approach.
- Demonstrated commitment to employee development, recognition, and accountability to further operational goals.

GENERAL INFORMATION

General Information: CSU requires faculty, staff, and students who are accessing campus facilities to be immunized against COVID-19 or declare a medical or religious exemption from doing so. Any candidates advanced in a currently open search process should be prepared to comply with this requirement. To learn more visit our Matadors Forward site: <https://www.csun.edu/matadors-forward/faculty-and-staff-fall-guidelines>.

Background check: This position is a sensitive position as designated by the CSU. A background check (including a criminal records check) must be completed satisfactorily. Failure to satisfactorily

complete the background check may affect the status of candidates who apply for the position.

CANRA: The person holding this position will be considered a 'limited reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

Conflict of Interest: This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.



APPLICATION PROCESS

EFFECTIVE DATE OF APPOINTMENT:

July 1, 2024

HOW TO APPLY:

The university is being assisted by Academic Search. Applications should consist of a substantive cover letter, a curriculum vitae, and a list of five professional references with full contact information. No references will be contacted without the explicit permission of the candidate. Applications, nominations, and expressions of interest can be submitted electronically, and in confidence, to: CSUNViceProvost@academicsearch.org.

The position is open until filled but only applications received by **Monday, March 18, 2024**, can be assured full consideration. Confidential discussions about this opportunity may be arranged by contacting consultants Ann Hasselmo at Ann.Hasselmo@academicsearch.org and Chris Butler at Chris.Butler@academicsearch.org. The anticipated hiring range is \$220,000 to \$230,000 per year, dependent upon qualifications and experience. Further information about California State University Northridge is available at <http://csun.edu/>.

CSUN is an Equal Opportunity Employer and prohibits discrimination on the basis of race, color, ethnicity, ancestry, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, covered military and veteran status, and disability. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services at 818-677-2101.

ABOUT ACADEMIC SEARCH

Academic Search is assisting California State University, Northridge in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.



Committed to IDENTIFYING
AND DEVELOPING LEADERS
by providing the highest
level of EXECUTIVE
SEARCH to our
higher education
partners.