



UNIVERSITY  
OF  
LOUISIANA  
*L a f a y e t t e*

## ACADEMIC VACANCY

EEO# AA 16-12

- POSITION:** Dean of the Graduate School. This is a full-time, unclassified (twelve month) appointment.
- RESPONSIBILITIES:** The Dean of the Graduate School is the principal academic and administrative officer of the Graduate School. The role includes being informed about trends and initiatives in graduate education nationally and internationally and offering a strategic plan for graduate education at the University of Louisiana at Lafayette. The role also involves: overseeing recruitment, admissions, academic progress, career and professional development, and the awarding of degrees at the graduate level; advocating, allocating, and administering state and University support for graduate students; developing graduate curricular policy with the Graduate Council and academic colleges, and implementing that policy; overseeing graduate assessment and benchmarking; working with graduate coordinators, departments, and colleges to develop new graduate programs; participating in the Council of Deans; and increasing the visibility of the University's graduate programs. The Graduate School Dean will be a member of the Academic Affairs Council and will participate actively in academic planning at the graduate level. Additionally, the Graduate School Dean is expected to:
- foster scholarly and professional growth of graduate students through active partnerships with academic colleges/programs with the goal of further inspiring the community of graduate student scholars;
  - model effective leadership, interpersonal, oral, and written communication skills and commit to ethical behavior;
  - analyze and monitor data in order to make recommendations for action;
  - understand academic planning and program development at the graduate level;
  - be significantly involved in university initiatives aimed at retention, graduation and student success;
  - engage in a diverse community of scholars, researchers, and artists.
- QUALIFICATIONS:** Candidates currently holding the rank of Associate Professor must meet the University of Louisiana at Lafayette's requirements for full professor upon appointment. Candidates must: possess a terminal degree in their area of expertise; have an active record of academic achievement, including teaching and scholarly activity; have a history of academic management experience; and have directed Master's theses (or equivalent). **Preferred credentials** include: Graduate level administrative experience, including Graduate Dean, or Graduate Coordinator (or similar title); current rank of Professor; and have directed doctoral students. The successful candidate should also possess an entrepreneurial spirit and an ability to envision new and innovative ways of organizing and delivering

graduate education. Moreover, the successful candidate should evince the ability to strategically develop, articulate, and subsequently execute a vision that is compatible with UL Lafayette's goals for graduate education.

**ADMINISTRATIVE UNIT:**

The University of Louisiana at Lafayette is one of 9 publicly supported universities in the University of Louisiana system. UL Lafayette has an enrollment of 16,700 students with a faculty of 585 and offers degree programs in 55 disciplines, the master's degree in 28 disciplines, and the doctorate in 10 disciplines. The university is located in Lafayette, a vibrant and thriving community with a deep appreciation for culture and the arts in the heart of Louisiana's Cajun and Creole region. The community is highly technically oriented, is supportive of the university and has a reputation for being a community in which people are prone to remain due to the high quality lifestyle, pleasing climate and the friendly nature of its people.

**SALARY:**

Commensurate with experience

**STARTING DATE:**

January 2015 or on a date agreed to by the successful candidate and the President of the UL Lafayette.

**APPLICATIONS:**

Candidates should submit applications electronically to the email address below. Applications received by August 15 will be guaranteed full consideration. The application should contain a cover letter that addresses how the candidate's professional experiences align with the abovementioned qualifications and a statement of the candidate's professional philosophy as it relates to higher education administration; a three to five page resume (with links to a fuller version if wished); and the names and addresses of three references. All application materials should be addressed to the Graduate Dean Search Committee and sent in PDF format to [edci@louisiana.edu](mailto:edci@louisiana.edu).