

St. Joseph's
University
NEW YORK



University Ready

Inviting Applications
and Nominations
for the Position of

**Provost and
Vice President
for Academic Affairs**



sjny.edu

BROOKLYN • LONG ISLAND • ONLINE

St. Joseph's University,
New York

The Search for Provost and Vice President for Academic Affairs

St. Joseph's University, New York invites nominations and applications for the position of Provost and Vice President for Academic Affairs (Provost/VPAA). Reporting to President Donald R. Boomgaarden, Ph.D., the Provost/VPAA advances the academic priorities set forth in the University's Strategic Plan and strengthens an academic and value-oriented educational program dedicated to transforming students and preparing them for lives of integrity, intellectual and spiritual values, social responsibility and service. It is expected that the successful appointee will begin duties on July 1, 2023.



Strong Tradition, Bright Future

With distinct campuses in Brooklyn and Long Island, and Online, St. Joseph's for over a century has been dedicated to providing a diverse population of students in the New York metropolitan area with an affordable education rooted in the liberal arts tradition. Independent and coeducational, the University provides a strong academic education at the undergraduate and graduate levels, while aiming to prepare each student to carry on lives worthy of the University's motto: *Esse non videri* — "To be, not to seem." Across its Brooklyn, Long Island and Online campuses, the University offers more than 60 majors, special course offerings and certificates, and affiliated and pre-professional programs.

The institution was founded as St. Joseph's College for Women in Clinton Hill, Brooklyn, in 1916 by the Congregation of the Sisters of St. Joseph in response to a need for a day college for young women. After humble beginnings — St. Joseph's enrollment was 12 in one small building its first year — the University counts over 45,000 alumni and typically graduates more than 1,100 students each year.

Sisters from the congregation have served as faculty and in key leadership roles — including president — throughout the University's history. Their contributions continue to serve as the embodiment of St. Joseph's mission and core values.

St. Joseph's remains dedicated to maintaining low costs while upholding a strict standard of excellence. The University understands the needs of 21st century students and delivers undergraduate and graduate programs that prepare them for their personal and professional aspirations. While staying true to its traditional values and offering students an award-winning education, the University continues to add new areas of study to its curriculum.

The more than 4,300 men and women who comprise St. Joseph's diverse student body come from communities across New York, the nation and the world. The University welcomes students of all backgrounds and ages, including international students and those with military experience.

SJNY Military and Veteran Affairs

With a dedicated Office of Military and Veteran Services and Veterans Resource Center and Lounge, St. Joseph's provides veterans and military students with unique and innovative programs, and resources necessary for academic success. Our Military and Veteran Career Development initiative delivers individualized attention and veteran-centric resources to help military personnel enjoy positive job search experiences. St. Joseph's is a proud participant in the Post-9/11 GI Bill Yellow Ribbon Program and offers special tuition rates for service members.

MISSION

The mission of St. Joseph's University, New York is to provide a strong academic and value-oriented education at the undergraduate and graduate levels, rooted in a liberal arts tradition that supports provision for career preparation and enhancement.

The University prepares each student for a life characterized by integrity, intellectual rigor, spiritual depth, social responsibility and service; a life that is worthy of our motto:

Esse non videri — "To be, not to seem."



ACCOLADES

For more than 20 years, U.S. News & World Report has recognized St. Joseph's University, New York as an outstanding college or university in the region, placing it in the top tier of its 2022-2023 rankings of Regional Universities North. The University's strong freshman retention rate and continuing dedication to highly personalized instruction has helped secure the institution's top tier placement. St. Joseph's has also been recognized by such publications as Military Advanced Education and Military Times for its commitment to providing opportunities to America's veterans and active military.

SJNY FAST FACTS

TUITION

\$31,760, as compared to the national average for private nonprofit four-year institutions of \$40,360

CAMPUSES

SJNY Enrollment: 4,348 (Fall 2022)

Full-Time Faculty: 160

Part-Time Faculty: 413 (Spring 2022)

BROOKLYN



Enrollment

Undergraduate: 913

Graduate: 133

Percentage of minority students: 57.8%

Percentage of undergraduate students receiving financial aid: 92.8%

LONG ISLAND



Enrollment

Undergraduate: 2,430

Graduate: 443

Percentage of minority students: 28.1%

Percentage of undergraduate students who receive financial aid: 93.7%

ONLINE



Enrollment

Undergraduate: 213

Graduate: 216

STUDENT-TO-FACULTY

BROOKLYN: 10-1

LONG ISLAND: 13-1

ACADEMICS

St. Joseph's offers more than 60 undergraduate majors and pre-professional and certificate programs.

ATHLETICS

BROOKLYN

12 intercollegiate athletic teams competing in the NCAA

LONG ISLAND

16 intercollegiate athletic teams competing in the NCAA

Enrollment

Enrollment across St. Joseph's three campuses stands at 4,348 — 3,556 undergraduates and 792 graduate students — as of the fall 2022 semester.

Campuses

Brooklyn

Located at the center of one of the nation's most diverse academic and cultural cities, the Brooklyn Campus offers easy access to transit lines and brings students from every part of the New York metropolitan area to the University each day. The Barclays Center, the Brooklyn Academy of Music, the Brooklyn Public Library and the Brooklyn Museum are minutes away from the campus, which is housed in nine buildings across three blocks in the picturesque and historic Clinton Hill neighborhood. The campus includes The Hill Center, featuring NCAA-regulation basketball and volleyball courts. Manhattan is just over the Brooklyn Bridge, giving students quick and easy access to such world-renowned institutions as the Metropolitan Museum of Art, the New York Public Library, Madison Square Garden, Carnegie Hall and Lincoln Center.

Long Island

Located in Patchogue, New York, the Long Island Campus is situated on a 30-acre lakeside property on the South Shore of eastern Long Island. Just a short distance away from the Great South Bay, Long Island MacArthur Airport, Brookhaven National Laboratory, Orient Point and many of Long Island's ocean beaches, the Long Island Campus provides an ideal setting for studying, socializing and partaking in extracurricular activities. Campus facilities include six — soon to be seven — buildings and the state-of-the-art 24.8-acre Outdoor Field Complex, which is about one mile east of the main campus. The new 32,000-square-foot Student Center is on course to open in the fall of 2023.

Online

SJNY Online provides an opportunity for all students — from newly graduated high school students to adult learners — to further their academic, personal and professional education goals, while taking advantage of St. Joseph's resources, discounted tuition rate and generous transfer credit system. With degree programs in business, criminal justice, general studies, health administration, human services and more, our online programs are in high demand and focus on emerging fields that allow for continuous professional and personal advancement in a global society.

Course Offerings

St. Joseph's offers a practical, hands-on liberal arts education. Guided by its core curriculum, students are challenged to "reflect and engage" with the ideas and assumptions that affect the community and the world. Students at St. Joseph's receive a well-rounded, active and value-oriented education, enriched by community service projects, internships and close faculty interaction. The University also is dedicated to providing affordable tuition and housing opportunities, generous scholarships and unique services designed to benefit students.

St. Joseph's offers baccalaureate degrees in 62 majors across 44 undergraduate programs, as well as a variety of special course offerings, advanced certificates and pre-professional programs.

With high-quality, high-demand graduate offerings at all three campuses, St. Joseph's programs are designed for traditional students and working adults who need to balance undergraduate and graduate school with full-time employment and family responsibilities. With accelerated night and weekend classes, students can earn a degree quickly, without sacrificing the face-to-face interaction of classroom instruction.

St. Joseph's 21 graduate degree majors include Adult-Gerontology Primary Care Nurse Practitioner, Childhood or Adolescent Special Education with an annotation in Severe and Multiple Disabilities, Infant and Toddler Early Childhood Special Education, Literacy and Cognition, Mathematics Education and a dual M.A. in Literacy and Cognition/Special Education with an annotation in Severe and Multiple Disabilities. Other degrees include Human Services Leadership, M.S. in Forensic Computing, M.S. in Nursing and M.S. in Management with concentrations in Organizational Management, Health Care Management and Human Resources Management. The University offers M.B.A. degrees in Accounting, Health Care Management and Health Care Management with a concentration in Health Information Systems. The Brooklyn Campus also offers an M.F.A. in Creative Writing. There are also three advanced graduate certificates in Human Services Leadership, Human Resources and Health Care Management.

Additionally, St. Joseph's offers 47 unique dual-degree programs, which allow students to earn bachelor's and master's degrees in condensed periods of time at an affordable rate.



DEGREES OFFERED

Undergraduate

- Bachelor of Arts
- Bachelor of Science

Graduate Degrees

- Master of Arts
- Master of Fine Arts
- Master of Business Administration
- Master of Science
- Master of Social Work

Dual Degrees

The University offers 47 dual-degree programs



Faculty

Students choose St. Joseph's for its small, hands-on classes, meaningful faculty interaction, vibrant student life, commitment to leadership and compassionate service to others. With a 12-1 student-to-faculty ratio, the University's faculty are mentors, valued advisers and leaders within their own specialties who bring today's issues and future trends into the classroom. None of our classes are taught by graduate assistants.

Experiential Learning

Outside of the classroom, St. Joseph's facilitates internship opportunities that introduce students to the workforce and provide the hands-on, real-world experience needed to succeed. St. Joseph's students have interned in politicians' offices, at such top companies as Google, NASA, Major League Baseball, the Brooklyn Navy Yard, Viacom/MTV and at leading accounting firms, including Grant Thornton LLP. The University also provides its students with the opportunity to explore the world via its study abroad program and personally enriching service projects, including alternative spring break programs across the globe - from the storm-damaged Jersey Shore to Colorado to El Salvador.

Study Abroad Opportunities

Since 2002, the Office of Global Studies has provided a global learning experience. Our long- and short-term programs take students beyond the classroom, exposing them to other cultures and ways of life. Global Studies destinations have included Ireland, Costa Rica, Nicaragua, France, England, Poland and Romania.

Athletics

Our NCAA Division III student-athletes earn high marks in the classroom, while scoring high accolades on the field and court. Student-athletes on both the Brooklyn and Long Island Campuses achieved a cumulative 3.30 grade point average during the spring 2022 semester. A clear indicator of the growth and success of the athletic program has been the Long Island Campus' propensity to win the Skyline Conference President's Cup. The annual award honors the cumulative success of an institution's athletics teams. Since it was implemented in 2007-2008, the Long Island Campus has won the award six times. St. Joseph's teams have competed in more than 70 national championship tournaments or championships. The majority of this success has come in the last two decades.



Leadership Opportunity

St. Joseph's University, New York (SJNY) celebrates its Mission, identity and legacy as an institution founded by the Sisters of St. Joseph as it seeks the next Provost and Vice President for Academic Affairs (Provost/VPAA) of the University. This is a moment of tremendous opportunity. The Provost/VPAA will report directly to an innovative President, Dr. Donald R. Boomgaarden, and collaborate with him in advancing a Strategic Plan designed to enhance a value-oriented, 21st century education characterized by academic excellence, student transformation and success. The Provost will be

responsible for the continuing development and integrity of the academic program and work in close collaboration with the Executive Deans, Department Chairpersons and Faculty Standing Committees. The successful candidate will lead, inspire and support the faculty and staff who support more than 4,300 diverse undergraduate and graduate students on three campuses in the New York metropolitan area: Brooklyn, Long Island and Online. The Provost will also supervise the Director of the Dillon Child Study Center on the Brooklyn Campus.

LEADERSHIP PRIORITIES

The University's mission and values will be actualized by the new Provost/VPAA, who will be expected to:

- Advance the academic priorities set forth in the Strategic Plan of the University and strengthen its academic and value-oriented educational program dedicated to transforming students and preparing them for lives characterized by integrity, intellectual and spiritual values, social responsibility and service.
- Advance high-quality and relevant undergraduate, graduate and professional academic programs for all students by:
 - Implementing a comprehensive assessment program that complies with the New York State Education Department and Middle States Commission on Higher Education accreditation requirements.
 - Developing new academic programs, teaching learning modalities, experiential learning opportunities, and student academic support services.
 - Assessing and implementing standards that increase academic quality, educational opportunities and academic success among all student populations.
- Strengthen financial stability in the academic budget.
- Join other University leaders in supporting the tradition of shared governance.
- Join other University leaders in promoting a culture of philanthropy.
- Encourage diversity and inclusion by attracting, supporting and welcoming diverse students, faculty, staff, deans and academic administrators.



Responsibilities

- Promote the Mission and educational objectives of SJNY, and oversee and manage the quality, integrity and coherence of all academic programs.
- Serve collaboratively on the President's Cabinet, advise the President on all matters pertaining to academic affairs, assist the President in his work with the Board of Trustees, serve as liaison to the Academic Affairs Committee and represent the President (and serve as his spokesperson) during the President's absences from campus.
- Recruit and support a strong, diverse and student-centered faculty capable of enhancing the academic curriculum and committed to ensuring students receive a transformational experience that prepares them for meaningful and successful lives.
- Oversee the preparation and prudent management of the academic and instructional budgets (including academic computing, registrar, etc.) and those of academic facilities (libraries, academic computing labs, etc.). The Provost/VPAA will work to secure new grant and revenue sources, establish corporate and business partnerships, and support fundraising activities, etc.
- Encourage, facilitate, and support the development of new academic programs and revitalize existing programs that align with the University's mission, in order to increase enrollment and meet societal needs.
- Lead accreditation, licensure/certification, and quality-assurance processes as well as all related communication and reporting requirements. Serve as the chief liaison officer with the Middle States Commission on Higher Education and the New York State Education Department and be responsible for coordinating the development of the Middle States self-study.
- Coordinate the development of the University Strategic Plan.
- Review academic and academic-related curricula, implement priorities and goals to ensure institutional standards for quality and academic integrity are satisfied and provide necessary support services for academic matters.
- Coordinate University-wide academic policies including faculty hiring, retention and promotion and such other duties as specified in the Faculty Handbook. Be responsible for the routine updating of the Faculty Handbook, working in conjunction with the Faculty Handbook Committee.
- Empower, inspire, support and communicate regularly with the Executive Deans, Associate and Assistant Deans, Department Chairs, and Faculty Standing Committees as they carry out their responsibilities to promote academic excellence, retention, exceptional teaching, scholarship, research, and student learning, service and success.
- Oversee University-wide assessment activities and provide support to assessment facilitators.
- Collaborate with:
 - the Vice President of Student Life to support integrated and experiential student learning,
 - the Vice President of Enrollment Management to foster recruitment and retention, and
 - the Vice President of Institutional Advancement to secure necessary resources to support and promote academic programs.
- Oversee, collaboratively establish goals with, and evaluate the Director of the Dillon Child Study Center.
- Perform other duties and responsibilities as directed by President Boomgaarden.



Leadership Attributes & Qualifications

The Provost will be an experienced, forward-thinking academic scholar with a strong commitment to both the liberal arts and career preparation programs. The Provost will have an earned doctorate with a record of excellence in scholarship and teaching, a strong record of academic leadership, and a devotion to student success. The Provost/VPAA will also be:

- **Mission-Driven** Enlivened by the University mission and a resonance with the charism of the Sisters of St. Joseph, the Provost will make decisions that advance the mission, values and student-centered culture of the University.
- **A Proven Higher Education Thought-Leader** With an understanding of 21st Century higher education issues, the Provost/VPAA will have the capacity to successfully oversee and implement undergraduate, graduate and professional programs, both on ground and online, and foster effective use of educational technologies; in addition, the Provost/VPAA will be successfully partner with President Boomgaarden to enhance the visibility of the University locally, regionally and nationally.
- **An Advocate for the Academic Program** The Provost/VPAA will be an advocate for faculty and the academic program. The Provost will have the capacity to foster progressive scholarly activity, exercise creative/innovative problem-solving, and attract, support, professionally develop, and retain high quality faculty, deans and administrators. The Provost/VPAA will cultivate excellence in teaching, research, scholarship and experiential learning to serve all students (traditional, non-traditional, undergraduate, first-generation, online, transfer, graduate and professional).
- **Student-Centered and Committed to Student Success** With a genuine concern for students, the Provost/VPAA will be a champion of SJNY's student-centered culture. The Provost/VPAA will be devoted to teaching excellence and committed to academic programs that are learner-centered and capable of promoting the success and transformation of students.
- **An Inspiring and Collaborative Leader with a Unifying Vision** The Provost/VPAA will have a collaborative leadership style and a demonstrated ability to work well with other University leaders, deans, faculty, directors, administrators and staff and inspire them in providing a relevant and unified academic vision designed to address students' changing needs and enhance their success, strengthen academic/academic-related programs, support enrollment, and enhance SJNY's reputation and visibility.
- **An Accomplished Academic Administrator** The Provost/VPAA will have the ability to work with and effectively manage direct reports by inspiring best efforts, encouraging mutual respect through transparency, mediating differences and building upon a sense of community. The Provost/VPAA will be a multi-tasker with an excellent record of transparent, open-minded, data-informed and accountable academic administrative leadership at significant levels (i.e., departmental, institutional, etc.) that ideally includes:
 - a. recruiting outstanding faculty.
 - b. developing new and strengthening existing academic programs.
 - c. overseeing University assessment activities and outcomes management.
 - d. evaluating new technologies to facilitate teaching, learning and research.
 - e. overseeing accreditation processes.
 - f. interacting with regional accreditation commissions; professional accreditation/licensure/certification associations; and state education departments.
- **Financial Competence** The Provost/VPAA will have the financial acumen and ability necessary to work with the CFO to successfully oversee an academic budget comparable in size and complexity to that of SJNY. To promote St. Joseph's financial strengths, the Provost/VPAA will be action-oriented, forward thinking, and fiscally responsible. The Provost/VPAA will allocate finite resources among competing needs, be proactive in identifying alternate revenue sources, courageous in making thoughtful and data-driven decisions, and clear in identifying the rationale for those decisions.
- **A Strategic Thinker and Planner** The Provost/VPAA will be an action-orientated and innovative strategic thinker and planner who is capable of advancing the academic priorities set forth in the Strategic Plan of the University and its various subcommittee outlines and reports.
- **A Transparent Communicator** The Provost/VPAA will be an effective and transparent communicator who listens carefully, writes well, and speaks with clarity and inspiration; the Provost/VPAA will have a confident public presence and project a professional image.

- **An Experienced Fundraiser** The Provost/VPAA will be a leader who can demonstrate the ability to partner effectively with University Advancement and secure necessary resources to support the academic goals of the University (i.e., institutional grants, business and community partnerships, on-going alumni events, alumni engagement, and fundraising activities, etc.).
- **An Advocate for Diversity and Inclusion** The Provost/VPAA will exhibit inter-cultural competence and an ability to work effectively with diverse constituents and demonstrate a commitment to strengthening diversity, equity and inclusion at SJNY.
- **An Approachable and Ethical Leader with a Strong Work Ethic** The Provost/VPAA will personify SJNY's values and will be committed to fairness, integrity, and the highest ethical principles. In addition, the Provost/VPAA will be an approachable, humble, positive, and flexible "people-person" with a sense of humor, emotional intelligence, and an uncompromising, hands-on work ethic.



Applications, Inquiries and Nominations:

This search is assisted by Academic Search. Applications should consist of:

1. a detailed cover letter addressing the expectations of the position;
2. a current curriculum vitae (CV); and
3. a list of five professional references with contact information and a brief description explaining the working relationship of each to the applicant.

References will not be contacted without the explicit permission of the candidate.

All documents should be submitted in PDF format.

Nominations and applications should be sent to SJNYProvost@academicsearch.org. The position is open until filled but only applications received by March 16, 2022, can be assured full consideration.

Assisting St. Joseph's University with this search is Katherine Haley, Senior Consultant. Nominators and prospective applicants are welcome to email her at katherine.haley@academicsearch.org to schedule a confidential conversation to discuss this opportunity. Salary is commensurate with qualifications and ranges from \$225,000 - \$250,000 a year.

St. Joseph's University, New York is an Equal Opportunity Employer – M/F/D/V

ST. JOSEPH'S UNIVERSITY, NEW YORK VALUES

Integrity • Spiritual Depth • Intellectual Rigor • Social Responsibility • Service

