SEARCH PROSPECTUS:

DEAN OF THE SCHOOL OF EDUCATION

UNT Dallas
University of North Texas at Dallas
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE UNIVERSITY AND THE UNT SYSTEM</td>
<td>4</td>
</tr>
<tr>
<td>THE SCHOOL OF EDUCATION</td>
<td>5</td>
</tr>
<tr>
<td>THE POSITION</td>
<td>6</td>
</tr>
<tr>
<td>PROCEDURE FOR NOMINATIONS AND APPLICATIONS</td>
<td>8</td>
</tr>
</tbody>
</table>
The University of North Texas at Dallas (UNTD) announces the search for the Dean of the School of Education and invites nominations and applications for this exceptional opportunity. The University seeks a transformational educational leader who will demonstrate enthusiastic support for the mission and vision of the University.

The Dean, who oversees the day to-day operations of the School of Education, reports to the Provost and Executive Vice President for Academic Affairs and interacts closely with the UNTD’s President. The Dean is expected to provide visionary leadership and promote academic excellence and achievement within the School of Education’s faculty, staff, and students. The successful candidate will be an inspiring and experienced professional who is committed to the University’s overall mission and the specific mission of the College.
THE UNIVERSITY AND THE UNT SYSTEM

Located on a hilltop, overlooking the Downtown Dallas skyline, the University of North Texas at Dallas is the only public, accredited four-year university in the City of Dallas. It is an urban focused, rapidly growing metropolitan university that serves a diverse and predominantly first-generation student body of over 4,000 with opportunities in 20 undergraduate programs, seven master’s programs, and one professional program, the Juris Doctor. Since its establishment in 2010, it has served as a pathway to socioeconomic mobility for those whom it serves. It demonstrates by word and action its commitment to Dallas, the surrounding communities, the State of Texas, and the nation.

The University opened in 2000 as a University of North Texas satellite campus, and in 2006 the first classes were held at the current 264-acre campus in southern Dallas. In 2010 the first freshman class was admitted, and in May 2013 the first graduating class received degrees. In January 2014 the University was accredited by the Southern Association of Colleges and Schools (SACS).

The University’s 264-acre main campus is located in southern Dallas on University Hills Boulevard, north of Interstate 20 and between Interstates 35 and 45. At present there are four handsome, modern buildings that provide space for classrooms, faculty and administrative offices, student housing, dining, and student activities. The first buildings on the campus provided space for classrooms, faculty and administrative offices, dining, and group meetings. Then, the first residence hall was completed in early 2017 to serve local students who choose to live on campus or students who are recruited to the University from other cities, states, or countries. A fourth building, the Student Learning and Success Center, was completed in 2019. Plans for future expansion include the 180-foot Ryan Tower that will be visible for miles in each direction. Groundbreaking is scheduled for July 2021. There is extensive parking and outdoor meeting and recreation space. The recently completed Dallas Area Rapid Transit (DART) blue line terminates near the campus effectively linking the university to all of DART’s service area in Dallas.

UNTD offers programs leading to bachelor’s and master’s degrees in high-demand fields, including criminal justice, teacher education, business administration, sociology, public health, and counseling, many of which are complementary to the College’s legal studies. New programs are regularly being added to serve both the students’ needs and the area’s needs for a highly qualified workforce. Both faculty and staff are student-centered and demonstrate uncommon interest in serving the students, most of whom are the first in their families to enroll at a university. There is determination to develop the potential of each of the students and to ensure their success. There is also keen awareness of the need to engage and serve the University’s surrounding community and the recognition that improving the social mobility of people in that area will benefit not only those individuals, but also the city and the state.

The mission of Student Affairs is to provide students with co-curricular engagement and development opportunities that appeal to an intergenerational and diverse population to enhance student learning outside the classroom. UNTD hosts 30 clubs and organizations for its students and offers basketball, track, and cross country athletic programs for both men and women.

The University of North Texas System includes three separately accredited institutions, the University of North Texas (UNT) located in Denton, the UNT Health Science Center in Fort Worth, and UNTD. UNTD’s main campus is located in southern Dallas. The UNT System is governed by a Board of Regents whose nine voting members and one student regent are appointed by the Governor of the State of Texas.
The School of Education (SOE) prepares students for careers in education and enables them to serve in linguistically and culturally-diverse communities in the North Texas region and beyond. The School enjoys strong partnerships with local school districts, community college partners, and non-profits engaged in closing educational attainment gaps. The SOE strives to strengthen area school districts in the UNTD community by educating high quality teachers who will ultimately serve many who are under-resourced youth.

Teacher education programs at both the undergraduate and graduate levels are offered in the following:

**BACHELOR’S DEGREES:**
- Early Childhood—ESL
- Early Childhood—Bilingual
- ED-12—(LOTE) Spanish
- Middle School ESL—Language Arts
- Middle School ESL—Math
- Middle School ESL—Science
- Middle School ESL—Social Studies
- Special Education

**MASTER’S DEGREES:**
- Curriculum and Instruction
- Educational Leadership

THE SOE is accredited by the Texas Education Agency.

In the 2019-20 academic year, there were 346 students enrolled, including 311 females and 38 males. The report of race/ethnicity for those students included Asian (3), Black or African American (36), Hispanic/Latino (256), and White (28).

The University of North Texas at Dallas has 177 full-time and 94 adjunct faculty members. Among the full-time faculty, 66% have tenure and 70% hold terminal degrees.
THE POSITION

DEAN, SCHOOL OF EDUCATION
This position reports directly to the Provost and Executive Vice President for Academic Affairs, and will be responsible for the academic vision and program integrity of all degree programs in the School of Education. Academic program development and formation, faculty recruitment, development, and evaluation, and overall accountability for all aspects of the School will be key duties.

Responsibilities of the position include, but are not limited to:

- Develops, reviews, and evaluates short and long-range goals, objectives, programs, and curriculum for the School within the framework of the overall mission of the university in cooperation with the faculty, staff, students, and community.
- Develops academic programs to serve the needs of the state, the local community, and the university.
- Develops and maintains an effective liaison between the School and appropriate faculty and administrators at other campuses of the University of North Texas System, K-12 educational institutions, municipal and business community, and general community pursuant to the School and university mission.
- Serves on academic councils, and works closely with the Provost, Assistant Provost for Academic Affairs, academic deans, and other administrative staff to share information, deal with academic concerns and develop effective university plans and policies.
- Makes recommendations to the Provost regarding the hiring, promotion, retention, tenure, dismissal, and salary of all faculty who hold full-time and adjunct appointments.
- Encourages and supports faculty participation in appropriate scholarly publication and ensures a high level of teaching quality and faculty participation in professional and community service.
- Encourages and ensures that students have a meaningful role in the development of the university.
- Prepares, submits, disburses, and manages the budget for the School.
- Works directly with the Department of University Advancement for development and fundraising activities of the School, sets goals, works with prospective donors, and solicits gifts.
- Identifies grant opportunities to support programs of the School and the preparation of grant proposals and the administration of grant funds received.
- Determines the present and future space and equipment needs of the School and for seeking appropriate resources to meet those needs.
- Responsible for the academic administration of the School, including admissions, class scheduling, registration, coordination with student advisors, maintenance of student records, and information for academic publications.
- Maintains an effective placement of students and graduates of the School.
- Makes employment decisions and supervises staff.
- Maintains reporting requirements and accreditation standards and other professional and accrediting bodies.
- Maintains and develops relationships with alumni of the university.
- Participates in professional activities and ceremonial functions to represent the University of North Texas at Dallas.
THE POSITION (CONT.)

MINIMUM QUALIFICATIONS:
The successful candidate will possess the following required qualifications:

• Must have an earned doctorate from a regionally accredited U.S. university or equivalent international institution in the discipline of Education.

• Demonstrated experience in principles of educational reform for K-12 schools.

• Minimum of three years of leadership or management experience with faculty and students in a four-year higher education institution.

• Demonstrated record of academic administrative experience in progressively responsible positions, which includes budgeting and academic program and policy development.

PREFERRED QUALIFICATIONS:
The preferred candidate will possess the following additional qualifications:

• Significant history of academic achievement including teaching, scholarship and service sufficient to be appointed at the level of professor.

• A track record of achieving institutional goals and directing major projects from inception to completion.

• Service at the level of department chair, associate dean, or dean.

• An ethical leader with experience in faculty governance, leadership, mentoring, and faculty development.

• Knowledge of enrollment management, facility planning, and fundraising functions including grant writing.

• Knowledge of and experience with accreditation standards set forth by the Southern Association of Colleges and Schools (SACSCOC) or another regional accrediting agency and the state educational accrediting agency, the Texas Education Agency (TEA).

• Interest in developing and implementing curricula.

• Academic experiences and interests in culturally diverse groups.
PROCEDURE FOR APPLICATIONS AND NOMINATIONS

Inquiries, nominations, and applications are invited. Applications received by **August 16, 2021**, will be given full consideration. Send a letter that addresses the minimum and preferred qualifications; a curriculum vitae; and the names, addresses, phone numbers, and email addresses of five references. References will not be contacted without the applicant’s permission. All submissions will be treated in confidence and should be sent electronically (MS Word format preferred) to UNTDEdDean@academicsearch.org. The committee is assisted by Dr. Wanda Durrett Bigham, Senior Consultant, who can be reached at wanda.bigham@academicsearch.org or by calling 334-425-6865.

The University of North Texas at Dallas is an EO/AA employer

The University of North Texas System and its component institutions are committed to equal opportunity and comply with all applicable federal and state laws regarding nondiscrimination and affirmative action. The University of North Texas System and its component institutions do not discriminate on the basis of race, color, sex, sexual orientation, gender expression, religion, national origin, age, disability, genetic information, or veteran status in its application and admission processes, educational programs and activities, and employment practices.
ABOUT ACADEMIC SEARCH

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