

SEARCH PROFILE:

ASSOCIATE PROVOST FOR RESEARCH
AND SPONSORED PROGRAMS



University of Houston  Clear Lake

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The University of Houston-Clear Lake (UHCL), a nationally ranked and regionally focused comprehensive university within the University of Houston System, seeks its next Associate Provost for Research and Sponsored Programs.



THE UNIVERSITY OF HOUSTON-CLEAR LAKE

Situated on a 524-acre wildlife preserve, UHCL has become a cornerstone of higher education in Texas. [Since opening its doors in 1974](#), the university has awarded more than 80,000 degrees, each resulting in expanded employment prospects, brighter futures and changed lives. UHCL is a regional comprehensive university that is classified as a doctoral university and offers more than 90 undergraduate, graduate, and doctoral degree programs through its four colleges: Business, Education, Human Sciences and Humanities, and Science and Engineering. The university annually enrolls more than 9,000 students and has earned a distinctive reputation as a student-centered, community-minded, partnership-oriented university. UHCL's more than 80,000 alumni are leaders in a variety of fields and include 10 astronauts, more than 400 CEOs and at least one best-selling author. Through its ongoing community engagement, UHCL has developed alliances with area businesses, organizations, schools, and governmental agencies that enhance the educational, economic, cultural, scientific, and professional environment across the region. The university is proud to be classified as both a Hispanic Serving Institution (HSI) and a Minority Serving Institution (MSI). During the 2021-2022 academic year, UHCL welcomed its sixth president, [Richard Walker](#), Ed.D., and its eleventh provost, [Christopher Maynard](#), Ph.D.

Recognizing the need for higher education in the growing Clear Lake area, the 62nd Texas Legislature authorized the establishment of a second University of Houston (UH) campus in 1971. Since opening its doors in 1974, the University of Houston-Clear Lake (UHCL) has been pushing the boundaries of human thinking to create solutions for the world's leading challenges. Situated adjacent to NASA's Johnson Space Center, UHCL was created to meet a vital demand for trained engineers, physicists, and mathematicians to join the U.S. space program. UHCL is within close proximity to numerous science and engineering-driven facilities, organizations and complexes including the Port of Houston, NASA's Johnson Space Center, and several major chemical manufacturing operations. UHCL

is located in [Clear Lake](#), which is part of the Bay Area of thriving and cosmopolitan [Houston](#) – the fourth-largest city in the United States – and is near the charming and historic city of [Galveston](#) and the broader [Galveston Bay](#).

VISION

The University of Houston-Clear Lake will lead as a learner-centered university dedicated to achieving national prominence in transformative education grounded in creative activities, innovative research, and community partnerships that serve regional, state, and global locations.

MISSION

The University of Houston-Clear Lake places its highest priority on serving a diverse body of students in every aspect of their university experience. UHCL's teacher scholars provide high quality, student-centered undergraduate and graduate programs that prepare students to thrive in a competitive workplace and to make meaningful contributions to their communities. UHCL fosters critical thinking and lifelong learning through a strong legacy of vibrant community partnerships complementing its historical focus on teaching, research, creative activity, and service.

CORE VALUES

Learner-focused: UHCL is committed to maintaining and building strong degree plans that foster creativity and critical thinking. UHCL is invested in its students and is committed to their growth, development, and transformation. Impact: Inspire individuals to grow to their fullest potential.

Transformation: UHCL empowers individuals to learn, grow, and develop as leaders and contributors. UHCL supports and fosters leadership and collaboration among students, faculty, and staff. Impact: Forge visionary leaders who are agents of change in their fields.

Innovation: UHCL cultivates fearless imagination when creating new programs, teaching methods, and research opportunities that prepare students to meet the challenges

THE UNIVERSITY OF HOUSTON-CLEAR LAKE (CONT.)

of the changing global economy. UHCL is attuned to social, economic, and environmental changes and takes timely action to respond to them. Impact: Deliver the solutions to challenges of today and tomorrow.

Welcoming Community: UHCL embraces openness to students, staff, faculty, and partners from all the communities it serves. UHCL celebrates its status as a Hispanic-serving and as a Minority-serving institution. UHCL is distinguished by providing a welcoming learning environment with respect and care for all. Impact: Create a community that develops well-rounded individuals who contribute to the global society.

Resilience: UHCL embodies perseverance, passion, commitment, resolve and grit to bring positive change to the university and community. Impact: Evolve as a community to persevere through challenges and adversity.

Service: UHCL is committed to community values, partnerships, and collaboration. UHCL creates a service culture among faculty, staff, and students. UHCL maintains strong sustainable relationships by engaging various stakeholders to achieve mutual goals and objectives. Impact: Develop leaders who foster the growth and well-being of the communities they serve.

Integrity: UHCL fosters honesty and trust among all internal and external constituents. UHCL is committed to its values and to being accountable to its constituency in an atmosphere of generosity and kindness. Impact: Build a community of trusted individuals.

Sustainability: UHCL maintains stewardship over resources including but not limited to university finances and operations and the socio-physical environment. Impact: Make a difference in the world for generations to come.

ACADEMIC AFFAIRS

As part of the University of Houston System (UHS), UHCL remains focused on providing high quality, student-centered programs that prepare graduates to thrive in a competitive workplace and make meaningful contributions to their communities. Innovation and creativity fuel studies at UHCL, and the university's small class sizes ensure ample guidance from expert faculty every step of the way. Top-of-the-line campus labs offer specialized research in fields as diverse as biotechnology, computer security, plasma physics, marine ecology, robotics and more.

The College of Business: With each degree backed by accreditation from the esteemed Association to Advance Collegiate Schools of Business, UHCL's College of Business offers a stellar education in a variety of disciplines, complete with numerous online and face-to-face class options. UHCL's College of Business ranked among University HQ's Best 55 Business Schools and Colleges in the U.S. in 2020 — attesting to the faculty's ongoing commitment to student-centered practices.

Departments: Accounting; Decision Sciences, Economics, Finance and Marketing; Healthcare Administration; Management; Management Information Systems

The College of Education: Accredited by the Texas State Board for Educator Certification (SBEC), the College of Education at UHCL provides students ample opportunities to receive hands-on learning through professional development school sites, partnerships, and innovative classes to give them real-world experience.

Departments: Counseling, Special Education and Diversity; Curriculum and Instruction; Educational Leadership and Policy Analysis; Literacy, Library Science, and Learning Technologies

The College of Human Sciences and Humanities: UHCL's College of Human Sciences and Humanities offers a robust liberal arts education that puts the tools for discovery, reflection and critical thinking into their hands. Students in the College of Human Sciences and Humanities have internship options with more than 300 community partners, giving them the chance for a personalized career experience.

Departments: Clinical, Health, and Applied Sciences; Communication and Studio Arts; Liberal Arts; Psychology; Social and Cultural Sciences

The College of Science and Engineering: The College of Science and Engineering (CSE) continues the tradition of innovation and excellence derived from UHCL's foundation as an institution designed to meet the higher education needs of those working at NASA's Johnson Space Center during the early days of space exploration. As the fastest-growing college at UHCL, CSE is working to build new and expand existing programs to meet the workforce demands of the region. The college currently includes more than 1,700 undergraduate students, 500 graduate students, and 130 faculty across six departments.

Departments: Biology and Biotechnology, Environmental Science, Mathematics and Statistics, Physical and Applied Sciences, Computing Sciences, and Engineering.



THE UNIVERSITY OF HOUSTON-CLEAR LAKE (CONT.)

STUDENTS AND CAMPUS LIFE

UHCL is committed to providing a welcoming and supportive environment for its more than 9,000 students. Approximately half of the university's incoming students each year are first-generation college students. UHCL is proud to be designated by the U.S. Department of Education as both a Minority-Serving Institution (MSI) and a Hispanic-Serving Institution (HSI), with approximately 44% of the student population identifying as Hispanic. This designation provides additional federal support for Hispanic students, allowing UHCL to better serve its diverse student body.

More than 100 [student organizations](#) are available at UHCL. Whether interested in giving back to the community, joining an Honor Society, making new friends, or starting a new organization, students are in control of their leadership experience at the university. From annual traditions like the Cultural Extravaganza and "I Heart UHCL Day", to faculty vs. student kickball games, UHCL's campus activities offer many opportunities to explore life outside the classroom. Additionally, UHCL students have access to the [Counseling and Mental Health Center](#), [Health Services](#), and [Campus Recreation and Wellness](#).

UHCL ADMINISTRATION

- [Office of the President](#) – The public face of the university, while providing the necessary leadership for all activities, goals, and directives.
- [Academic Affairs and Provost](#) – The leading voice for the faculty and students in all academic matters and concerns.
- [Administration and Finance](#) – The driver for day-to-day operations related to budget, human resources, campus safety, and more.
- [Student Affairs](#) – The anchor for campus life, student engagement, and support services.
- [Strategic Enrollment Management](#) – The office aimed at helping the university achieve and maintain optimal recruitment, retention, and graduation rates.
- [University Advancement](#) – The division that elevates the university through engagement, promotion, and fundraising.

To view UHCL's Org Chart, [click here](#).

CAMPUS

UHCL is a [beautiful, safe campus](#) located on 524 acres of natural green space. UHCL's campus houses five classroom buildings, a recreation and wellness center, on-campus housing, and a newly updated [welcome center](#). Additionally, programs and courses are offered at the university's Pearland location, and programs are housed on the 14th floor in the Fannin Tower at the Texas Medical Center. For a virtual campus tour, [click here](#).

Campus highlights include:

- The STEM and Classroom Building: A state-of-the-art, 121,000-square-foot building featuring 13 faculty research labs, 15 teaching labs, a 100-seat tiered lecture hall, and an astronomy observation deck.
- The Recreation and Wellness Center: A 81,709-square-foot facility offering dozens of amenities health and wellness amenities, including two regulation-sized basketball courts, a large weight room, and a cardio room.
- Hunter Residence Hall: A 294-bed residence hall with community-style living in the shared common areas, quiet study spaces, community lounges, a spacious community kitchen, laundry facilities on each floor, mailboxes, and a full-service front desk.
- The Health Sciences and Classroom Building (UHCL at Pearland): A 69,539-square-foot facility that includes simulated hospital rooms with a nurses' station and a pharmacy station for hands-on training, a 100-seat tiered lecture hall, chemistry and biology laboratories, 19 faculty offices, and private study rooms.
- The Bayou Building: The main hub for UHCL. Houses classrooms, administrative and faculty offices, the [Alfred R. Neumann Library](#), the Campus Store, Patio Cafe, the IT Support Center, copy services, the [Art Gallery](#), and the [Bayou Theater](#). Currently, the Bayou Building is in the beginning phases of undergoing a nearly \$50M renovation.
- The Arbor Building: Houses painting, ceramics, weaving, and photography studios, as well as educational centers and teaching methods labs.
- The Delta Building: Home to classrooms, computer labs, and some College of Science and Engineering faculty offices.
- The Student Services and Classroom Building: Serves student academic, enrollment, and general wellness needs.



THE UNIVERSITY OF HOUSTON-CLEAR LAKE (CONT.)

STRATEGIC PLAN

The [Impact 2025 and Beyond Strategic Plan](#) is a complete framework for envisioning a dynamic future for students, faculty, staff, the university's community, and the world. The strategic plan is a real-time roadmap that provides guidance and clarity regarding UH-Clear Lake's priorities, objectives, and overall direction for the next five years. The plan is intentional and strategic and provides guidance that will impact student success and elevate UHCL's profile as a thought leader. It creates the pathways towards collaboration with community partners to provide innovative opportunities to create a more welcoming culture for students on campus and throughout the region.

The strategic plan will be implemented using the university's formula for success, called the Three Ts approach:

UHCL transforms student lives through experiential learning and workforce readiness, using highly credentialed faculty with real-world experience, focusing upon diverse communities, first-generation students, and lifelong learners.

UHCL translates knowledge to actionable solutions and interventions by generating and applying research and discovery learning through multidisciplinary approaches to solve crucial social and scientific problems.

UHCL transcends boundaries to collaborate across industry and community partnerships to develop the economy, educational systems, the physical and social ecology, and quality of life.

UNIVERSITY ACCOLADES AND ACHIEVEMENTS

U.S. News & World Report's Best Online Programs (2024):

- No. 74 for Education Psychology
- No. 100 for Business Programs (excluding MBA)
- No. 159 for MBA Programs
- No. 90 for MBA Programs for Veterans
- No. 162 in top public schools
- No. 183 in undergraduate engineering programs

Niche Best Colleges Rankings (2024):

- No. 8 Best HSI in Texas (out of 118)
- No. 30 Best HSI in America (out of 572)

U.S. News & World Report's Best Colleges (2024):

- No. 12 in "Top Public Schools" among public Texas universities
- No. 162 within "Top Public Schools" nationally
- No. 304 among all national universities
- No. 143 in "Top Performer for Social Mobility" rankings among national universities (up 66 spots)
- For the second consecutive year, UHCL was recognized for Campus Ethnic Diversity and Least Debt, highlighting the university's commitment to all students we serve and providing an affordable education.

Resulting from 88th Legislative Session:

- UHCL received an allocation of \$2.49 million through the Comprehensive Regional University funds to support at-risk students.
- UHCL also secured \$1 million for the university's Student Teacher Education Program (STEP). This innovative program aims to mitigate the teacher shortage by partnering with local school districts.

SACSCOC Accreditation: In 2022, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) reaffirmed UHCL's accreditation until 2032. This reaffirmation is a seal of approval of the quality of the academic experiences the university offers its students.

Record-Breaking Number of Graduates: In the 2022-2023 academic year UHCL proudly graduated its largest class ever, with over 2,427 students walking across the stage during the Fall '22 and Spring '23 ceremonies. This exemplifies UHCL's dedication to student success and academic excellence and sets a new benchmark for the level of achievement it aims to sustain and exceed.

Philanthropic Engagement: During the 2022-2023 academic year, UHCL garnered support from over 245 individual donors and 50 corporations and foundations, surpassing its fundraising goal by over a million dollars for that year. Raising almost \$2.8 million against an initial goal of \$1.7 million, this achievement speaks volumes about the community's belief in UHCL's mission and their commitment to the university's continued excellence.

STRATEGIC PARTNERSHIPS AND LOCAL IMPACT

In the 2022-23 academic year, UHCL collaborated with 523 community partners and enrolled 1,440 students in internship courses. These real-life opportunities enrich the learning experience for the university's students while offering valuable talent and innovation to business and community partners.

According to a recent economic impact study, a large number of UHCL's 78,000+ alumni remain employed within the UHCL Service Region. These alumni are community leaders, skilled professionals, and are actively participating in the local economy, showing that UHCL is more than an institution for learning; it's a driving force for regional growth and prosperity. Their contribution to the workforce boosted the local economy by a significant \$995.9 million in income during the 2020-2021 financial year. When combined with UHCL's other areas of impact, including operations spending, research expenditures, student spending, and volunteerism, the total economic contribution of UHCL to the Service Region amounts to \$1.1 billion or the equivalent of 12,578 jobs.



THE UNIVERSITY OF HOUSTON SYSTEM

UHCL is part of the [University of Houston System](#) (UHS), which is governed by the Board of Regents composed of nine regular members (chair, vice chair, secretary, and six members) and a student regent. Every two years, the Governor of the State of Texas, subject to Senate confirmation, appoints three members to the Board of Regents. Each regular member serves a six-year term.

The student regent, who has the same powers and duties as the regular members of the Board of Regents, does not vote and is not considered as part of a quorum. [Renu Khator](#) is chancellor of the University of Houston System — the longest-serving chancellor in the state of Texas — and president of the University of Houston.

THE OFFICE OF RESEARCH & SPONSORED PROGRAMS

Responsible for over \$7 million in annual grant and contract funding, the [Office of Research & Sponsored Programs](#) provides support for a wide range of faculty interests and projects in addition to research. Therefore, ORSP encourages all scholarly activity at the university that could benefit from external funding. The office is organized in such a way to allow open communication between the pre-award and post-award teams to accommodate the frequent overlap in functions between the two areas.

In 2019, UHCL opened a STEM building that houses 13 faculty research labs and 15 teaching labs for mechanical engineering, physics, chemistry, geology, industrial hygiene, and occupational safety. The Bayou Building, home to research and teaching labs in Biological Sciences, is currently undergoing a nearly \$50 million renovation. The university is supported in annual research funding from the National Science Foundation, the U.S. Department of Agriculture, the National Institutes of Health, the Texas Commission on Environmental Quality, and others.

UHCL is currently categorized by Carnegie as a Doctoral University — Moderate Research Activity and aspires to becoming a Doctoral University — High Research Activity.

Goals:

- Conduct innovative research in UHCL'S areas of strength: engineering, space, health, data sciences, and the arts.
- Support faculty and staff to compete for research honors and recognitions.
- Build a culture of research and innovation for all students.
- Increase externally funded grant and contract activity to double sponsored research funding in 10 years.
- Increase the number of patents produced at UHCL and increase revenue from technology transfer.
- Increase partnerships with the private sector.
- Add selected research doctorate programs.

THE ASSOCIATE PROVOST FOR RESEARCH AND SPONSORED PROGRAMS

The Associate Provost for Research and Sponsored Programs leads and advances research initiatives in line with the mission of the University. As Chief Research Officer, this position oversees UHCL compliance with grant/contract regulations, certifications, and assurances. Manages and supervises all aspects of research compliance including the Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Financial Conflict of Interest (FCOI), and Export Controls. Oversees intellectual property (patents, copyrights), licensing, and rights in technical data. Implements operational plans and sustains healthy fiscal management of grants, contracts, funds, and budgets. Oversees administrative processes, leads strategic planning, and develops strategic initiatives.

DUTIES

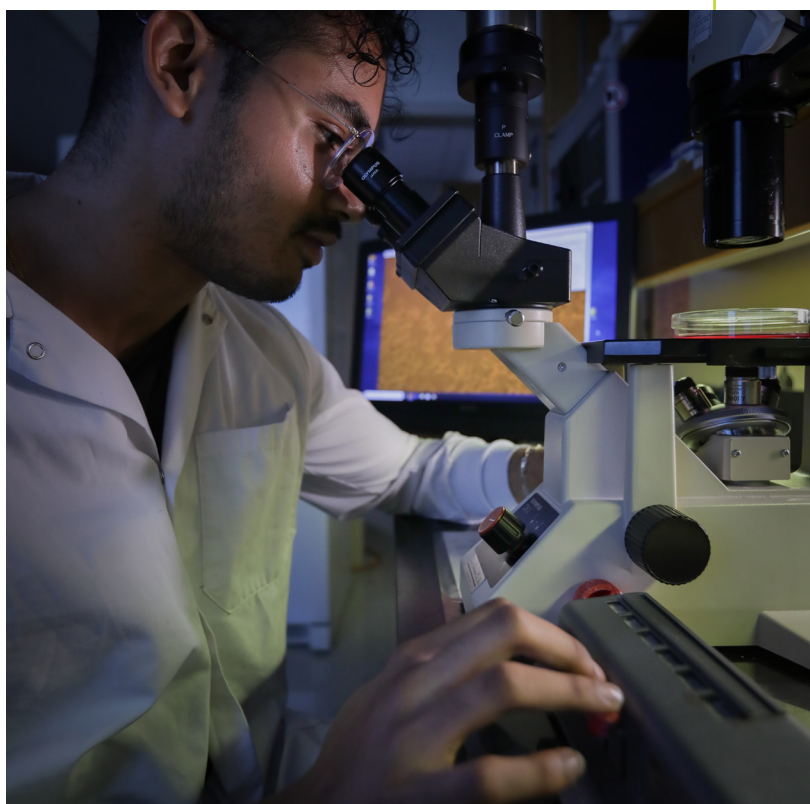
- Provides leadership and managerial oversight of sponsored research in locating funding sources; preparing proposals; negotiating and establishing contracts; and managing post award grants and contracts.
- Coordinates the preparation and submission of programmatic and financial reports to funding agencies, THECB, UHS, and other organizations as required or requested.
- Maintains and expands research/contract/training opportunities for faculty through state and federal agency program directors.
- Oversees professional development for Office of Research & Sponsored Programs staff and current/future principal investigators.
- Manages and supervises all aspects of research compliance for including the Institutional Review Board (IRB), the Institutional Animal Care and Use Committee (IACUC), Financial Conflict of Interest (FCOI) and Export Controls.
- Provides leadership, direction, and effective management of the Office of Research and Sponsored Programs including hiring, supporting, and supervising personnel.
- Assists in the development of large institutional grant proposals.
- Directs the internal funding program that supports faculty research and scholarly activity and performs related duties as assigned.

REQUIRED QUALIFICATIONS

- Doctoral degree in a related field.
- Minimum 10 years of combined experience in a research, administrative, and/or faculty role at an accredited college/university and/or professional research lab. Specific experience in grant and contract

preparation and research administration (pre- and post-award activity) is desirable.

- Experience with animal and human subject research compliance and committees.
- In-depth knowledge of federal agencies.
- Working knowledge of 2 CFR 200: Uniform Administrative Requirements for Federal Awards (“Uniform Guidance”).
- Knowledge of state and federal agencies’ funding opportunities and proposal requirements.
- Knowledge of federal requirements for research involving human subjects and vertebrate animals.
- Skilled in the use of Microsoft Excel, including creation of complex formulas in linked spreadsheets.
- Skilled in the use of Microsoft Word, including use of tables and forms.
- Ability to effectively use online portals for proposal submission including grants.gov, research.gov, and NSPIRES.
- Ability to exercise initiative and work independently as well as to supervise, mentor, and motivate staff to become high-performing members of a team.
- Ability to critically and effectively read, interpret, and communicate about complex proposal guidelines and financial and research administration matters.
- Excellent organizational skills as well as the ability to prioritize tasks and meet deadlines.





HOW TO APPLY

Applications should consist of a substantial letter of interest, a CV, and a list of five professional references with full contact information and a note indicating the nature of your working relationship with each. 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:

UHCLAPRSP@academicsearch.org

The position is open until filled but only applications received by Friday, August 23, 2024, can be assured full consideration. The University is being assisted by

Academic Search. 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. Further information about the University of Houston-Clear Lake is available at <https://www.uhcl.edu/>.

The University of Houston-Clear Lake values diversity and is committed to equal opportunity for all persons regardless of age, color, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, veteran status or any other status protected by law.

ABOUT ACADEMIC SEARCH

Academic Search is assisting University of Houston-Clear Lake 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.

