

SEARCH PROFILE:

PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS



CAL STATE **EAST**
UNIVERSITY  **BAY**

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California State University, East Bay (Cal State East Bay) invites inquiries, nominations, and applications for the position of Provost and Vice President for Academic Affairs (Provost). Reporting to the President, the Provost is the chief academic officer for the institution and serves on the President's Cabinet. Working collaboratively across the institution, the Provost leads major academic components in support of the University's mission.

The Provost oversees a broad range of activities, many in collaboration with the Faculty Senate, including curriculum development and assessment, accreditation, student learning, faculty recruitment, development, retention, tenure and promotion, institutional research, enrollment management for matriculated students, faculty research and scholarship, and the Library. The Provost plays a key role in supporting central institutional priorities, such as [GI2025](#), closing equity gaps in graduation rates and recruiting and retaining diverse faculty.

The Provost is expected to take office in Summer 2025.



ABOUT THE UNIVERSITY

Cal State East Bay is recognized as a regionally engaged and globally oriented university with a strong commitment to academic innovation, faculty and student research, student success, community focused service learning, diversity and sustainability. Founded in 1957, Cal State East Bay is one of 23 universities of the California State University (CSU) system. The campus is designated an Hispanic Serving Institution (HSI) and an Asian American Native American and Pacific Islander Serving Institution (AANAPISI). It most recently was awarded a Seal of Excelencia for going beyond enrollment to more intentionally serve Latinx students. Cal State East Bay has the distinction of having the second highest percentage of Black and African American students in the CSU system at 9%.

The beautiful main campus is located in the Hayward Hills with panoramic views of the San Francisco Bay shoreline. Situated above the city of Hayward, the University offers an ideal setting for teaching and learning with easy access to the many cities in the Bay Area. With a student population of nearly 15,000 students, the institution has a satellite campus in Concord, a professional development center in Oakland, and a significant presence online. The University's students arrive predominantly from Alameda and Contra Costa Counties, and more than 60% are first-generation college students.

Cal State East Bay's four colleges, including [Business and Economics](#); [Education and Allied Studies](#); [Letters, Arts and Social Sciences](#); and [Science](#), offer a total of 48 bachelor's degrees, 56 minors, 23 credentials and certificates, 34 master's degrees, a doctorate in Educational Leadership and five subject matter preparation programs. The University strives to meet the educational needs of and contribute to the vitality of the East Bay, the state, the nation and global communities.

MISSION

Cal State East Bay welcomes and supports a diverse student body with academically rich, culturally relevant learning experiences that prepare students to apply their education to meaningful lifework and to be socially responsible contributors to society.

Through its educational programs and activities, the university strives to meet the educational needs and to contribute to the vitality of the East Bay, the state, the nation and global communities.

INSTITUTIONAL LEARNING OUTCOMES

The Cal State East Bay [Institutional Learning Outcomes \(ILOs\)](#) express a shared, campus-wide articulation of expectations for all degree recipients. Through development of the higher order capacities represented by the Cal State East Bay ILOs, students acquire the habits of lifelong learning and community engagement that prepare them to effectively apply their skills personally and professionally.

STUDENT LIFE

Cal State East Bay offers a full range of student co-curricular activities, including clubs, organizations, service-learning opportunities, and NCAA Division II athletics. [Student Life and Leadership Programs](#) provide opportunities for student learning beyond the classroom and enhances the mission of the University through the coordination and support of a variety of special programs that promote campus life, leadership, and community engagement. Special programs include orientation for new students and families; the recognition and development of student clubs and organizations; leadership conferences, seminars and workshops; and campus-wide programs and events.



EAST BAY, CALIFORNIA

THE CITY OF HAYWARD

[Hayward](#) is a city located in Alameda County in the East Bay subregion of the San Francisco Bay Area — 25 miles southeast of San Francisco, 14 miles south of Oakland and 26 miles north of San Jose. From the peaks of the eastern hills to the city's pristine shoreline, 159,000 people call Hayward home. It is the sixth-largest city in the Bay Area and the third largest in Alameda County. Known as the "Heart of the Bay," Hayward has capitalized on its unparalleled location to become one of the most desirable business locations for companies in advanced industries. Hayward as a city is proud of its significant ethno-racial and linguistic diversity.

THE CITY OF CONCORD

[Concord](#) is the largest city in Contra Costa County, located 30 miles east of San Francisco in California's Bay Area with easy access to Napa Valley, Silicon Valley and Sacramento. Outdoor enthusiasts enjoy the mild year-round climate and recreation activities at Mt. Diablo State Park, Iron Horse Regional Trail, and Markham Regional Arboretum. The city block-sized Todos Santos Plaza is the focal point of downtown Concord dining and entertainment.

THE CITY OF OAKLAND

Incorporated in 1852, [Oakland](#) is the eighth-largest city in California, with a population of about 410,000 and a wealth of resources and opportunities. The major west coast port city is located on the east side of the San Francisco Bay. It is bordered by 19 miles of coastline to the west and rolling hills to the east.



UNIVERSITY LEADERSHIP

President Cathy Sandeen, Ph.D., MBA is an educational leader who is committed to continuing Cal State East Bay's momentum in students' social mobility, social justice, and sustainability. As a two-time alumna of the California State University, she feels fortunate to work in a system that emphasizes access and opportunity.

Prior to returning to her hometown in the East Bay, Dr. Sandeen was Chancellor of the University of Alaska Anchorage for two years and Chancellor of the University of Wisconsin Colleges and UW-Extension for four years. Previously, as Vice President for Education Attainment

and Innovation at the American Council on Education, she led ACE's nationwide effort to increase post-secondary educational attainment.

Dr. Sandeen also held leadership positions in the University of California system, including UCLA, Santa Cruz, and San Francisco. She earned a Ph.D. in communication from the University of Utah and a Master of Business Administration degree from the UCLA Anderson School of Management. She was named an American Council on Education Fellow in 2010-11.

THE POSITION

Reporting directly to the President and serving on her senior leadership team, the incoming Provost will provide strong leadership and vision for the academic community, working in close partnership to develop innovative strategies that help address many of the campus's most pressing challenges. Operating within a robust shared governance environment, the Provost will be expected to strengthen and expand student success initiatives – particularly those that have the biggest impact on underrepresented minority students – and enrollment strategies that support CSU's Graduation Initiative 2025. Furthermore, the next Provost should demonstrate and embody values that are aligned with Cal State East Bay's commitment to diversity, equity, inclusion and justice, and provide support to deans and other academic leaders related to diverse faculty hiring and improving student success for underrepresented minority populations, among other key initiatives. The Provost should also be a champion of faculty and the overall academic mission of the campus and help generate and appropriately

manage resources to help the academic community be successful.

The incoming Provost should also be an engaged and team-focused leader with a demonstrated commitment to faculty excellence and the needs of 21st-century students. The Provost should possess senior administrative experience at a comprehensive, public university. A deep background in fiscal and budget management will be important, as well as experience in generating new revenue streams through external sources. Experience managing an academic enterprise within a strong shared governance and union environment is critical, while balancing the needs and interests of faculty with the realities of administering a complex, public institution that is part of a 23-campus system. The Provost should be committed to supporting the development of existing faculty while maintaining a laser focus on recruiting and retaining a diverse faculty cohort.

The salary range will be \$280,000-\$295,000.



LEADERSHIP AGENDA

The responsibilities of the new Provost include:

STRATEGY AND PLANNING

- Collaborate across campus constituencies to develop and implement high-quality, relevant academic programs and strategies to promote student success, reduce equity gaps, and recruit and retain a well-qualified and diverse faculty, consistent with Cal State East Bay's regionally focused, community connected and high access mission.
- Oversee a robust institutional research unit to provide accurate and timely data in support of strategic goals.
- Monitor, assess, and apply latest best practices in academic affairs, faculty development, research/scholarship/creative activity and student learning in support of Cal State East Bay's broader goals.
- Consistent with academic policy, encourage the development of a regionally responsive degree program portfolio, including new and unique programs, formats, and business models as well as revision or disestablishment of degree programs no longer in demand.
- Consult with regional employers, community and governmental groups, nonprofits, and funders to ensure relevance of curriculum.
- Oversee development of grant proposals to support academic and student success programs.

ADMINISTRATION MANAGEMENT AND LEADERSHIP

- Collaborate with faculty governance (Academic Senate) on curriculum development, program review, and learning assessment.
- Oversee accreditation reviews at all levels.

- Interpret and apply relevant policies and contracts, and collaborate with the colleges in recruiting, developing, and retaining a high-quality and diverse faculty.
- Oversee and allocate existing administrative and financial resources to support faculty and student inquiry—research, scholarship, and creative activities in alignment with the University mission and strategic plan.
- Serve as primary liaison with Academic Senate.
- Collaborate closely with Student Affairs on student success initiatives, student success coordinators, learning support advisors, internships, service learning, and similar programs.
- Oversee faculty and student academic grievances, faculty collective bargaining compliance, and the annual faculty retention, tenure, and promotion process.
- Manage a large and complex Academic Affairs budget in a data-informed manner, in alignment with the University mission, strategic plan, and systemwide mandates.
- Oversee enrollment management for matriculated students, including enrollment mapping and room scheduling.
- Support the President in overseeing Continuing Education/Extension, international programs, and satellite centers.
- Supervise and build a strong academic leadership team to support the scholarly activities of the University faculty, maintaining a student-centered focus that fosters equitable student success.
- Support strong and effective shared governance practices and relationships.
- Participate as a member of the senior administration by serving on various councils and committees and serve as a liaison to various internal and external groups including CSU system-wide organization.

LEADERSHIP AGENDA (CONT.)

GENERAL DUTIES

- Work collaboratively in a team with other cabinet members and model and foster such collaboration at each level of the Vice President's unit/function.
- Actively participate in institutional priority-setting.
- Align unit/function priorities with institutional priorities, including equity, diversity, inclusion, and social justice priorities.
- Serve as a representative of the President in communicating and supporting institutional priorities.
- Escalate negative findings in a timely manner; identify challenges, propose solutions, and coordinate implementation of approved solutions.
- Interpret and apply laws, regulations, and policies relevant to function.
- Manage unit/function human and financial resources to efficiently support institutional priorities.

The Provost supervises the following:

- Associate Provost for Faculty Affairs
- Deputy Provost
- Dean, College of Letters, Arts and Social Sciences
- Dean, College of Business and Economics
- Dean, College of Science
- Dean, College of Education and Allied Studies
- Dean of the Libraries
- Associate Vice President, Office of Research and Sponsored Programs
- Associate Vice President, Institutional Strategy and Effectiveness
- Director, Institute for STEM Education

QUALIFICATIONS

REQUIRED

1. Candidates should possess a distinguished record in teaching and scholarship with:
2. an earned doctorate (or equivalent terminal degree) and
3. academic record to warrant appointment at the rank of professor with tenure in one of Cal State East Bay's academic departments.

PREFERRED

- The following professional and personal qualities are preferred:
- Demonstrated experience managing and solving a variety of fiscal, budgetary, personnel and management challenges in a rapidly changing academic environment.
- Demonstrated record of collecting and using data to assess the effectiveness of initiatives and to achieve measurable results.
- Demonstrated commitment to addressing issues of access, equity, diversity and inclusion for students, faculty, staff, and administrators.
- Excellent track record in supporting student success strategies that increase retention and graduation rates, particularly related to improving graduation rates for first-

generation, low income, students of color.

- Proven record of successfully recruiting, mentoring and retaining diverse faculty and leaders, and supporting their professional development and creating successful leadership teams.
- Experience facilitating strong partnerships among academic programs and other divisions of the university, their faculty and students, and community constituents.
- Success building relationships with external communities as well as securing external funding to advance academic and student success programs.
- Strong communication skills, including the ability to use consultation, diplomacy and inclusion to inform decision-making processes as well as fostering an environment where civility, inclusion, social justice, and nondiscrimination prevails for all students, faculty, and staff.

The person holding this position is considered a "mandated 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 Revised July 21, 2017, as a condition of employment.





NOMINATIONS AND APPLICATIONS

Academic Search is assisting Cal State East Bay in this search. All inquiries, nominations, and applications will be held in strict confidence. To learn more about this opportunity, potential applicants are welcome to schedule a conversation with one of the Senior Consultants for this search: Dr. Cynthia Patterson (cynthia.patterson@academicsearch.org) and Dr. Maria Thompson (maria.thompson@academicsearch.org).

APPLICATIONS

Applicants should send the following as two separate documents (PDF format preferred) to CSUEastBayProvost@academicsearch.org:

1. A detailed **cover letter**, addressed to the Search Committee, expressing your interest in this position and addressing how you meet the qualifications as outlined in the profile.
2. A current **resume/curriculum vitae (CV)**.

Although the search remains open until the position is filled, for full consideration by the Search Committee, candidates should submit all application materials by **Sunday, January 19, 2025**. Semifinalists for the position will be invited for a confidential interview via Zoom. References will be requested at this time.

NOMINATIONS

Although nominations are not required to be considered for this position, leaders who know of outstanding candidates are welcome to submit confidential nominations by sending an email to CSUEastBayProvost@academicsearch.org. Please include the nominee's full name, position, institution/organization, and email address. Academic Search will notify people of their nomination, provide details about the position, and encourage them to apply.

As an Equal Opportunity Employer, Cal State East Bay does not discriminate on the basis of any protected categories: age, ancestry, citizenship, color, disability, gender, immigration status, marital status, national origin, race, religion, sexual orientation, or veteran's status. The University is committed to the principles of diversity in employment and to creating a stimulating learning environment for its diverse student body.

ABOUT ACADEMIC SEARCH

Academic Search is assisting Cal State East Bay 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.

