

# SEARCH PROFILE:

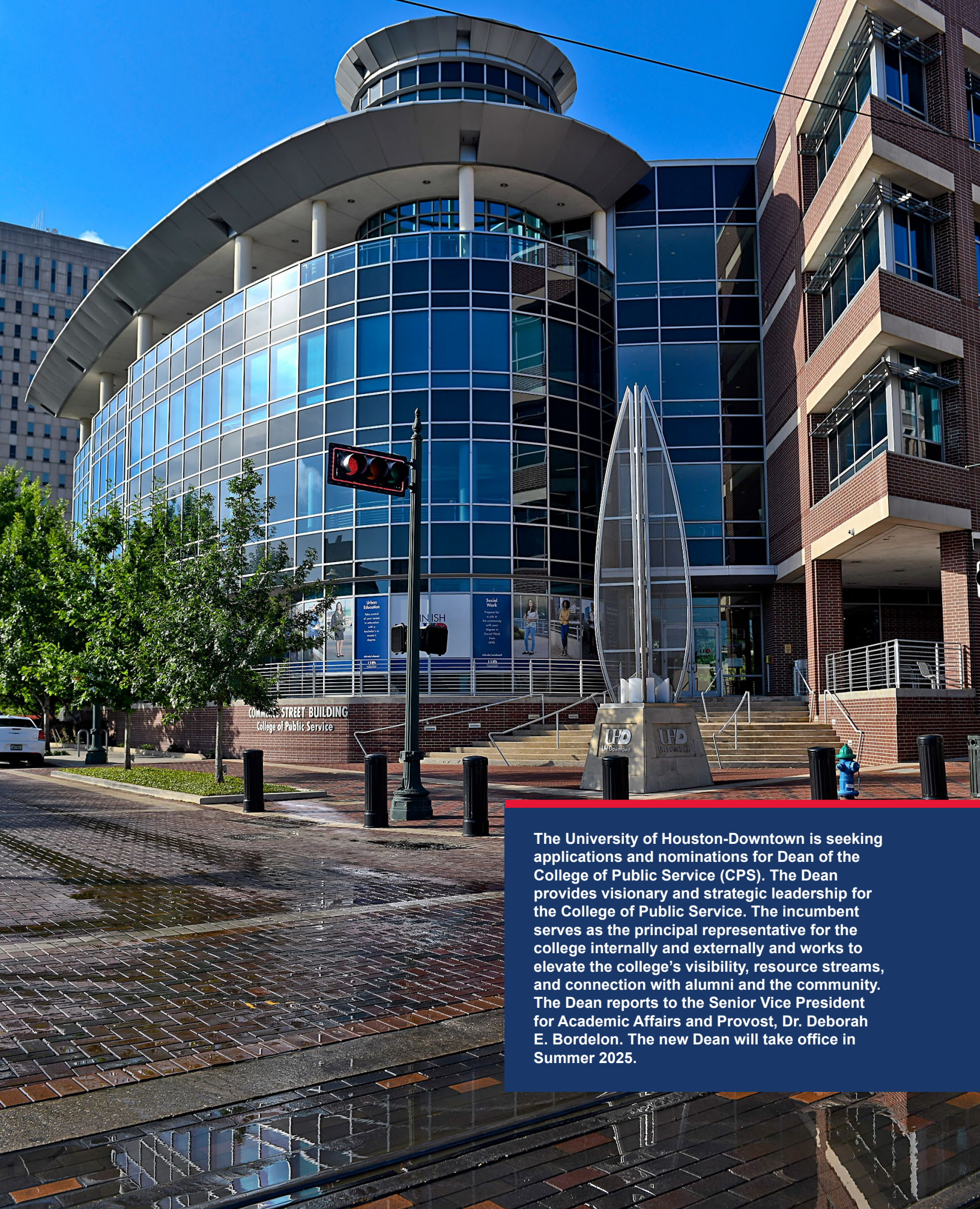
DEAN OF THE COLLEGE OF PUBLIC SERVICE



University of Houston-Downtown.®

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The University of Houston-Downtown is seeking applications and nominations for Dean of the College of Public Service (CPS). The Dean provides visionary and strategic leadership for the College of Public Service. The incumbent serves as the principal representative for the college internally and externally and works to elevate the college's visibility, resource streams, and connection with alumni and the community. The Dean reports to the Senior Vice President for Academic Affairs and Provost, Dr. Deborah E. Bordelon. The new Dean will take office in Summer 2025.



## ABOUT THE UNIVERSITY OF HOUSTON-DOWNTOWN

The University of Houston-Downtown (UHD) is a comprehensive four-year university that offers bachelor's and master's degree programs aimed at career preparation. UHD has been serving the educational needs of Houston, the fourth-largest city in America, for 50 years. The University is located right in the heart of downtown Houston, one of the nation's most culturally diverse metropolitan areas and offers one of the lowest public university tuitions in Texas. UHD attracts and serves traditional and non-traditional students from Houston, the region, the state, the nation, and the world. The University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and has an operating budget of \$224 million and an endowment of \$59,055,172 (FY23).

Under the leadership of President Loren Blanchard, UHD is one of four public universities within the University of Houston (UH) System, and it is governed by a Board of Regents. Each university within the system has its own president and administration and is responsible for generating additional funding to supplement the support received from state appropriations.

UHD has an enrollment of over 14,000 students, with 45% enrolled full-time and 55% enrolled part-time. The student population is comprised of 62% female and 38% male students. In terms of ethnicity, 57% of the student population is Hispanic, 18% is Black, 12% is White, 9% is Asian/Pacific Islander, and 5% is International/Other.

UHD offers bachelor's degrees in 46 different areas of study and 12 master's degrees. The top five most popular undergraduate degrees at UHD are Interdisciplinary Studies, B.S. (10%), Accounting, B.B.A. (9%), Psychology, B.S. (8%), Criminal Justice, B.S. (7%) and Management (6%).

UHD has four colleges, specifically:

- [Marilyn Davies College of Business](#)
- [College of Humanities and Social Sciences](#)
- [College of Public Service](#)
- [College of Sciences and Technology](#)

For more complete data, visit [UHD's Fact Book](#) and [Fact Sheet](#).

### MISSION

The University of Houston-Downtown College of Public Service exists to educate and develop public servants, advocates, and leaders in criminal justice, education, and social work.

### VISION

The CPS will prepare students to examine public policy, build bridges, and make a positive difference in the areas of Education, Criminal Justice, and Social Work in the greater Houston community and our world.



## ABOUT THE COLLEGE OF PUBLIC SERVICE

The College of Public Service (CPS) is home to two dynamic departments: a) Criminal Justice & Social Work and b) Urban Education. CPS is dedicated to preparing future leaders committed to serving and improving their communities through innovative programs that integrate academic excellence with real-world application.

### **CRIMINAL JUSTICE & SOCIAL WORK DEPARTMENT**

The Criminal Justice program offers a comprehensive educational experience, equipping students with the knowledge, skills, and practical experience necessary for a successful career in the criminal justice field. With three degree programs—Bachelor of Science in Criminal Justice, Bachelor of Applied Arts and Sciences in Criminal Justice, and Master of Science in Criminal Justice—the Criminal Justice program serves a broad range of student needs. The Bachelor of Applied Arts and Sciences allows professionals in the field to convert workforce learning credits into degree credentials, making higher education more accessible. The Master of Science in Criminal Justice, consistently ranked in the top 25 online programs by U.S. News & World Report for six consecutive years, highlights the commitment to academic excellence on a national level.

The Social Work program offers a Bachelor of Social Work (BSW), designed to develop change agents who are committed to inclusion, equity, and justice. Accredited under the 2022 Council on Social Work Education (CSWE) standards, this rapidly growing program prepares graduates for generalist practice in various settings. The BSW is unique in being the only fully open-access program in the region, ensuring that all learning materials are free for every course.

The program is also home to a dedicated Spanish track, promoting leadership development at the regional and national levels, as well as several cutting-edge initiatives, including a Financial Capabilities Lab, an Aging (STAR) Lab funded by AARP, and a groundbreaking partnership with the University of Houston's Medical and Nursing

schools for Interprofessional Education (IPE). Students can enrich their education through study abroad opportunities in India and Costa Rica. A potential MSW program has been approved at the system and state levels, with CSWE benchmark 1 preparation under consideration.

Criminal Justice and Social Work provide over 90+ partnerships for field experience and service learning and ensures that students are career-ready upon graduation.

### **URBAN EDUCATION DEPARTMENT**

The Urban Education department offers a range of undergraduate and graduate degrees designed to prepare educators who can positively impact at-risk children in urban school settings. Students can pursue a Bachelor of Arts in Education with Teacher Certification, a Secondary Teacher Preparation Program, as well as two master's degrees—the Master of Arts in Teaching and the recently launched Master of Educational Leadership (Fall 2023). The yearlong residency for teacher candidates is a model program in Texas.

Additionally, the department offers an Alternative Teacher Certification Program, providing a pathway for individuals holding a baccalaureate degree to earn their Texas teaching certification without completing a traditional program. This flexible program comprises three phases: pre-internship, employment as a public school intern, and a one-year internship, allowing students to explore diverse career interests while pursuing certification.

The Bilingual Education Preparation Program is among the top five programs in Texas as ranked by the Texas Education Agency (TEA) for its excellence in training teachers to support emergent bilingual students. The department maintains strong ties with 22 Houston-area school districts, creating ample opportunities for field experience and student teaching.

## ABOUT THE COLLEGE OF PUBLIC SERVICE (CONT.)

### COLLEGE CENTERS

CPS houses the Center for Public Service and Community Research which collaborates with internal and external partners of the college to promote interdisciplinary student learning and engagement through semester long curricular and co-curricular service learning and research projects, and ongoing projects through its development and support of specialized labs that focus on larger issues within a discipline. These projects advocate change in community affairs and facilitate community-based research. [VitalVoices](#) and [STAR](#), in particular, encourage a high degree of public engagement.

More information can be found at [www.uhd.edu/academics/public-service/center-public-service-community-research/index.aspx](http://www.uhd.edu/academics/public-service/center-public-service-community-research/index.aspx)

Furthermore, CPS also houses a prestigious Law Enforcement Academy, a rigorous year-round program that trains an average of 100 cadets annually. The Basic Peace Officer Course (BPOC) spans six months, blending academic instruction with hands-on experience in areas such as riot control, search and seizure, active shooter scenarios, de-escalation techniques, and professional driving. Graduates must pass the Texas Commission on Law Enforcement (TCOLE) exam to earn peace officer certification.

## CPS STUDENTS

CPS serves nearly 2,000 students, including close to 1,900 undergraduates and approximately 100 graduate students. The Department of Criminal Justice & Social Work enrolls 974 undergraduates and 50 graduate students, while Urban Education enrolls 629 undergraduates and 50 graduate students. Additionally, there are 290 pre-majors within CPS.

Diversity is a hallmark of CPS, with 67% of students identifying as Hispanic/Latino, 16% as African American, 9% as White, and nearly 4% as Asian. Approximately 60% of CPS students are enrolled full-time.

CPS also offers numerous student organizations and honor societies that foster academic and professional growth, including the Gator Advisory Board, Commerce Connects, the Professional Society of Criminal Justice, the Social Work Student Community Advocacy Network (SWS-CAN), Bilingual Education Student Organization (BESO), and the Be a Teacher Club. Honors societies exist for social work, criminal justice, and education, underscoring the college's commitment to academic excellence.



# CPS FACULTY

CPS boasts a dedicated team of 145 faculty members, including 58 full-time and 87 part-time faculty. Faculty members bring a wealth of professional experience and scholarly expertise to the classroom, ensuring that CPS students receive a high-quality, relevant education that prepares them for the challenges of tomorrow's workforce.

		CJSW	UE	Total
<b>Total Faculty</b>		<b>59</b>	<b>86</b>	<b>145</b>
<b>FT Faculty</b>		<b>28</b>	<b>30</b>	<b>58</b>
<b>PT Faculty</b>		<b>31</b>	<b>56</b>	<b>87</b>
<b>Faculty by Rank</b>				
<b>Professor</b>	<b>Tenure/Tenure Track</b>	<b>7</b>	<b>6</b>	<b>13</b>
<b>Associate Professor</b>	<b>Tenure/Tenure Track</b>	<b>5</b>	<b>10</b>	<b>15</b>
<b>Assistant Professor</b>	<b>Tenure/Tenure Track</b>	<b>10</b>	<b>10</b>	<b>20</b>
<b>Lecturer</b>	<b>Non-Tenure Track</b>	<b>6</b>	<b>4</b>	<b>10</b>
<b>Clinical Faculty</b>	<b>Non-Tenure Track</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Adjunct</b>	<b>Non-Tenure Track</b>	<b>31</b>	<b>55</b>	<b>86</b>

## FACULTY DIVERSITY BREAKDOWN (ALL FACULTY):

	CJSW	UE	Total
<b>Faculty by Gender</b>			
<b>Female</b>	<b>35</b>	<b>64</b>	<b>99</b>
<b>Male</b>	<b>24</b>	<b>22</b>	<b>46</b>
<b>Faculty by Ethnicity</b>			
<b>Asian</b>	<b>3</b>	<b>5</b>	<b>8</b>
<b>Black or African American</b>	<b>10</b>	<b>12</b>	<b>22</b>
<b>Hispanic/Latino</b>	<b>11</b>	<b>25</b>	<b>36</b>
<b>White</b>	<b>33</b>	<b>42</b>	<b>75</b>
<b>Two or more races</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>International</b>	<b>1</b>	<b>1</b>	<b>2</b>

## FACULTY SCHOLARSHIPS AND AWARDS

CPS faculty are deeply engaged in scholarly and professional activities that reflect their commitment to excellence. Faculty honors include prestigious recognitions such as a Fulbright US Scholar Award, significant grants from notable organizations like the U.S. Department of Education Title V, U.S. Department of Commerce, Houston Endowment, and numerous accolades in teaching, scholarship, and service at the department, college, university, and community levels. These awards highlight the faculty's dedication to advancing knowledge and contributing to both the academic and broader community.

## FACULTY GOVERNANCE

CPS faculty play an integral role in governance, both at the college and university levels. Faculty governance participation is twofold. Faculty members represent CPS on various university-wide and college-level committees, ensuring the voice of the college is heard across multiple facets of institutional decision-making. Faculty are also invited to actively participate in the college's strategic direction through voluntary task forces, college-wide meetings, and other collaborative initiatives that shape CPS's future. This inclusion strengthens the college's mission and ensures that the faculty's insights contribute to strategic planning efforts.





## ACCREDITATION

CPS prides itself on maintaining rigorous academic standards, as evidenced by its accreditations:

**Social Work:** The Social Work program is accredited by the Council on Social Work Education (CSWE), with the most recent reaffirmation occurring in June 2024, underscoring the program's ongoing commitment to educational excellence.

**Urban Education:** Accredited by the Texas Education Agency (TEA), the Urban Education program offers robust pathways for teacher certification and educational leadership certification, further enhancing the quality of education for future educators and leaders.

## STRATEGIC PLAN

CPS is currently refining its strategic direction with a plan that aligns closely with the broader University's strategic vision. As of September 2024, the CPS Strategic Plan is in draft form, and interim Dean Dr. Kim Martin-Long has established a voluntary task force to fine-tune each of the

six core goals. To further this process, CPS faculty and staff will participate in a full-day retreat in mid-October 2024, where the plan will be refined based on task force findings. A copy of the University's strategic plan is available [here](#).

## ADVISORY BOARD

Interim Dean Dr. Kim Martin-Long is actively assembling a twelve-member Advisory Board. The board's inaugural meeting is scheduled for October 2024, and it will play

a key role in providing insights and guidance to further CPS's mission, community engagement, and growth strategies.

## STAFFING, FINANCES, AND FUNDING

The CPS Dean's Office is supported by an associate dean, an assistant dean, and two administrative staff members. For a detailed breakdown of roles and responsibilities, refer to the [CPS Organizational Chart](#).

CPS operates with a current budget of approximately \$15 million. The college has secured significant funding through grants and gifts, including:

- Houston Endowment Grants: ~\$950,000 for the Urban Education recruitment program (DAIR to Teach) and ~\$750,000 for the voter education initiative (EmPOWERed YOUTH).

- Title V Grants: Support for a bilingual literacy/community partnership project and students pursuing bilingual education certification.

These resources help propel the college's initiatives forward, allowing CPS to expand its reach and impact within the community.





## THE OPPORTUNITY

The College of Public Service (CPS) at the University of Houston-Downtown presents an exceptional opportunity for an experienced academic leader to shape the future of public service education. The Dean will play a pivotal role in leading CPS to the next level of excellence by fostering a culture of innovation, collaboration, and inclusive excellence.

The Dean will be instrumental in developing and articulating a clear and compelling vision for the college's growth and impact, driving initiatives that support the college's mission of preparing public servants, advocates, and leaders in the fields of Criminal Justice, Education, and Social Work. This vision will align closely with the broader University goals, ensuring that CPS remains at the forefront of public service education through the expansion of academic programs, research initiatives, community partnerships, and student success strategies.

In this role, the Dean will have the opportunity to:

- Collaborate with the academic departments to envision programming that addresses the complex challenges of today's urban and multicultural environment.
- Champion efforts for the recruitment, retention, and success of students and faculty who reflect the CPS and Houston communities and position CPS as a leader in educational access and success.

- Lead initiatives that advance student achievement, retention, and career readiness, including the cultivation of robust internship and employment pathways for CPS graduates.
- Strengthen external partnerships with key stakeholders, including donors, employers, school districts, and governmental agencies, to enhance resource development and support for CPS programs.
- Position CPS as a leader in public service education, building on its current strengths while exploring new opportunities for growth in interdisciplinary education and innovative research.

This is a moment of strategic growth for CPS, and the new Dean will have the opportunity to leave a lasting legacy by enhancing the college's visibility, increasing resource streams, and building stronger connections with alumni and the community. The incoming Dean will lead CPS through upcoming accreditation processes, further expand its academic footprint, and ensure that its programs are highly responsive to workforce needs and societal demands.

## PRIMARY RESPONSIBILITIES

As the academic and administrative leader of the College of Public Service, the Dean is entrusted with a broad set of responsibilities that span strategic planning, faculty development, student success, and resource management. The key responsibilities of the Dean include:

- **Strategic Leadership:** Lead the college in defining and implementing a forward-thinking strategic vision that aligns with the University's broader goals. This includes setting priorities for academic programming, research, and community engagement, while ensuring sustainable growth and responsiveness to industry and societal needs.
  - **Institutional Collaboration:** Build and maintain collaborative relationships across the University, working with other Deans, the Provost, and senior administrators to foster a cohesive leadership team that supports institutional initiatives. The Dean will represent CPS in key university-wide discussions on academic innovation, student success, and strategic resource allocation.
  - **Program Innovation and Academic Excellence:** Oversee the continuous improvement of academic programs in Criminal Justice, Social Work, and Urban Education, ensuring that curricula are dynamic, relevant, and aligned with emerging trends. The Dean, in consultation with faculty, will champion the development of new programs that meet the demands of a rapidly evolving job market, and will work closely with faculty to foster innovation and academic rigor.
  - **Faculty and Staff Development:** Cultivate an inclusive and supportive environment for faculty and staff, promoting professional growth, collaboration, and excellence in teaching and research. The Dean is responsible for recruiting and retaining top talent, overseeing tenure and promotion processes, and facilitating faculty engagement in scholarly research and external grant opportunities.
  - **Student Success and Engagement:** Lead efforts to support student academic success, retention, and career readiness, working closely with faculty and the Career Center to create internship and employment opportunities for CPS students. The Dean will ensure a student-centered approach that fosters a welcoming and inclusive environment for all learners.
  - **Accreditation and Quality Assurance:** Ensure the college meets and exceeds accreditation standards for Social Work (CSWE) and Urban Education (TEA), leading CPS through upcoming accreditation cycles and maintaining rigorous academic standards across all programs.
- **Resource Management and Fundraising:** Oversee the financial health of the college, including budget management, resource allocation, and fiscal planning. The Dean will work closely with the University's advancement team to secure funding through grants, scholarships, and corporate partnerships, ensuring that the college has the resources to support its mission and strategic goals.
  - **Community Engagement and External Relations:** Serve as the chief ambassador for CPS, building strong relationships with external partners, including alumni, donors, employers, and community organizations. The Dean will play a key role in enhancing the college's visibility, influence, and impact in the Houston region and beyond.



This role requires a dynamic and visionary leader who can harness the strengths of CPS and its faculty, staff, and students, while navigating the challenges of a rapidly changing higher education landscape. The Dean will be a key contributor to the university's mission to transform lives through education and public service, ensuring that CPS continues to thrive and expand its impact on the local and global community.



## REQUIRED AND DESIRED QUALIFICATIONS, EXPERIENCE, AND ATTRIBUTES

The successful candidate will be an innovative, open, persuasive leader and a skilled collaborator with a deep appreciation for excellence in education. Networking and entrepreneurial skills required to work successfully with a wide range of individuals and constituencies across multiple organizations will be necessary for the new Dean's success.

### **REQUIRED QUALIFICATIONS:**

- An earned doctorate in a field or discipline housed within the college from a regionally-accredited institution.
- Minimum of five years of administrative experience at the chair level or above with responsibility for accreditation standards, budgets, personnel decisions, performance reviews, and decisions for promotion and tenure.
- Full-time teaching experience at the university level.
- A commitment to the university's core values of integrity, teaching, service, and scholarly research to develop students' talents and prepare them for success in a dynamic global society.
- Experience in developing external and community relations and experience in developing relationships that generate new revenue streams.

### **DESIRED SKILLS, EXPERIENCES AND ATTRIBUTES**

#### **Experience:**

- Previous experience as a dean of an academic college housing one or more of the programs currently in the College of Public Service is preferred.

#### **Knowledge:**

- Knowledge of niche programs, including distance and online programs, as well as specialized, applied, and niche programs housed in the college, and the related trends, issues, and accepted practices.
- Knowledge of the technology required to deliver a modern curriculum in the areas of education, criminal justice, and social work.
- Knowledge of planning and assessment in a higher education environment.

#### **Skills:**

- Strong analytical and problem-solving skills.
- Excellent interpersonal and communication skills.
- Effective organizational and project management skills.

#### **Abilities:**

- Ability to foster collaborative and effective working relationships with diverse populations and multiple constituents.
- Must be able to demonstrate past effectiveness in responding to the educational needs of an urban, multicultural population.



## ASSISTING IN THIS SEARCH

University of Houston-Downtown is being assisted in this search by Ms. Maya Kirkhope, Vice President and Senior Consultant at Academic Search. Applications should include the following: 1) a thoughtful letter of interest addressing, as appropriate, the key responsibilities and qualifications outlined in this profile, 2) a current, long-form curriculum vitae (CV) showing relevant administrative responsibilities and accomplishments. Inquiries, nominations, and applications should be sent to [UHDDeanCOPS@academicsearch.org](mailto:UHDDeanCOPS@academicsearch.org). Please include the nominee's name, position, employer, and email address.

*By University policy and search committee affirmation, all information from and about candidates will be kept in strict confidence in perpetuity. For full consideration by the search committee, applications should be submitted by **December 8, 2024**.*

# ABOUT ACADEMIC SEARCH

Academic Search is assisting University of Houston-Downtown 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.

