



UNIVERSITY OF CALIFORNIA, SANTA CRUZ
INTERNAL UCSC RECRUITMENT
Rachel Carson College Provost

The Division of Undergraduate Education (<https://www.ue.ucsc.edu/>) at the University of California, Santa Cruz (UCSC) invites applications for the position of College Provost at Rachel Carson College, under the direction of Vice Provost and Dean of Undergraduate Education. The principal responsibility of a college provost is to provide leadership for academic initiatives at the college that respond to current issues, engage students and faculty, and relate to the college theme. College Provosts also provide college leadership in the area of student academic support and overall student success. Provosts work with a College Administrative Officer and other student affairs staff to create a stimulating living/learning environment where academic excellence and civic responsibility are stressed. Information on Rachel Carson academic life is available at: <http://rachelcarson.ucsc.edu/>

THE COLLEGE PROVOST WILL:

- Provide leadership in the development of student success programs and policies with the goal of achieving graduation in four years or less.
- Work with the college community to develop centers of academic excellence such as honors opportunities, focused residential clusters, interdisciplinary research opportunities, and leadership and service programs.
- Develop and support intellectual community among faculty.
- Work with campus development officers to steward current contributors and cultivate alumni, parents, and students to be donors to the college.
- Coordinate and, at times, teach college courses, including core and other courses.
- Ensure appropriate oversight of college-sponsored academic courses and programs, including the minor in Sustainability Studies, in coordination with college and program faculty. Develop new college courses when feasible. Recruit faculty to teach and provide a written evaluation of faculty members' contributions for consideration in personnel actions.
- Serve as an adjudicator of and adviser on academic misconduct cases.
- Serve on the Council of Provosts. Provide advice to the campus (both Senate and Administration) on issues of undergraduate education, with specific focus on lower-division educational issues.
- Effectively supervise and mentor college academic staff.
- Manage and report on funds in accordance with system, campus, and divisional policies.
- Represent the college to constituencies on and off-campus (current and prospective students, faculty, staff, parents, alumni, donors, greater Santa Cruz, and broader communities).

Please see the **Campus Academic Policies and Personnel Manual, section 308.240**, for a complete list of the duties and responsibilities of college provosts: (<http://apo.ucsc.edu/policy/capm/308.240.html>).

SALARY: Compensation is based on the underlying faculty appointment, plus a stipend.

BASIC QUALIFICATIONS: Candidates must be members of the UCSC Academic Senate with tenure or security of employment (SOE), and have a record of leadership experience.

PREFERRED QUALIFICATIONS: Experience in administration and/or fundraising is strongly preferred.

POSITION AVAILABLE: July 1, 2018

TERM OF APPOINTMENT: The term is three years, including responsibilities over the summer. A review will normally occur in the third year if reappointment for an additional term is desired. College Provosts normally have a reduced departmental course load to allow them to teach a section of the college freshman course and/or undertake other provost duties. The distribution of teaching between the provost's college and division will be determined by agreement of the VPDUE in consultation with the provost's department chair and divisional dean.

TO APPLY: Applications are accepted via the UCSC Academic Recruit online system, and must include a brief statement of interest and qualifications as well as your goals for the college and ideas for improving the overall quality of undergraduate education at UCSC; curriculum vitae; and a statement that addresses your contributions to diversity through research, teaching and/or service. Documents/materials must be submitted as PDF files.

APPLY AT <https://recruit.ucsc.edu/apply/JPF00451>

Refer to Position #**JPF00451-17T** in all correspondence.

CLOSING DATE: Review of applications will begin on September 29, 2017. To ensure full consideration, applications should be complete by this date. The position will remain open until filled, but not later than 6/30/2018.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status. UC Santa Cruz is committed to excellence through diversity and strives to establish a climate that welcomes, celebrates, and promotes respect for the contributions of all students and employees. Inquiries regarding the University's equal employment opportunity policies may be directed to: Office for Diversity, Equity, and Inclusion at the University of California, Santa Cruz, CA 95064; (831) 459-2686.

Under Federal law, the University of California may employ only individuals who are legally able to work in the United States as established by providing documents as specified in the Immigration Reform and Control Act of 1986. Certain UCSC positions funded by federal contracts or sub-contracts require the selected candidate to pass an E-Verify check. More information is available here or from the Academic Personnel Office (APO) at (831) 459-4300.

UCSC is a smoke & tobacco-free campus.

If you need accommodation due to a disability, please contact the Academic Personnel Office at apo@ucsc.edu (831) 459-4300.

VISIT THE APO WEB SITE AT: <http://apo.ucsc.edu>

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