San José State University (SJSU) is a major, comprehensive public university located in the center of San José, California - the heart of Silicon Valley. A member of the 23-campus California State University System, SJSU is the oldest state university in California. Its distinctive character has been forged by its long history, its location, and its vision - a blend of the old and the new, the traditional and the innovative. Among its most prized traditions is an uncompromising commitment to faculty scholarship, research, technological innovation, community service, and creative activity.

SJSU grants bachelor’s and master’s degrees in 134 areas of study as well as doctoral degrees in Education and Nursing. Quality teaching and small classes are a priority at SJSU; our tenured and tenure-track faculty teach introductory courses along with advanced courses in their disciplines.

Among the top 200 universities in research and development expenditures (as surveyed by the National Science Foundation), SJSU offers rigorous course work and research opportunities to approximately 30,000 undergraduate and graduate students. with more than 600 tenure/tenure-track faculty, 1000+ part-time faculty, and 1,300 staff.

SJSU is an exceptional place for hands-on learning, professional development, and personal growth. The academic colleges include Applied Sciences and Arts; the Lucas College and Graduate School of Business; the Connie L. Lurie College of Education; the Charles W. Davidson College of Engineering; the College of Humanities and the Arts; and the Colleges of Science and Social Sciences. Accredited by the Western Association of Schools and Colleges, the University offers 82 bachelor’s degrees with 66 concentrations, and 70 master’s degrees with 25 concentrations.

The University is proud of the Hammer Theatre Center and its award-winning library, both of which are unique joint city-university partnerships.
THE COLLEGE OF HUMANITIES AND THE ARTS

The College of Humanities and the Arts serves all undergraduate students at SJSU through first-year writing and diversified General Education offerings. With 4,200 majors at the undergraduate and graduate levels, we are proud of the role we play in delivering accessible, affordable public education in humanities and the arts.

The College consists of nine academic units: the Departments of Art and Art History; Design; English and Comparative Literature; Theatre and Film; Humanities; Linguistics and Language Development; Philosophy; World Languages and Literatures; and the School of Music and Dance. We offer 12 masters degrees, 40 undergraduate majors and concentrations, and 30 minors, as well as interdisciplinary general education sequences in Humanities Honors and American Studies. Undergraduate degrees include Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music and Bachelor of Science. Master's degrees include the Master of Arts, Master of Music Education, and Master of Fine Arts. Our commitment to teacher education is expressed through credential programs in art, English, liberal studies, music, and Spanish.

As dedicated teacher-scholars, our faculty members bring extensive knowledge, experience, and enthusiasm to the classroom. Our faculty publish, perform, and exhibit nationally and internationally, and receive grant funding from major federal agencies such as the NEH and the U.S. State Department. Recent accomplishments include two student films accepted at the 2016 Cannes Film Festival and Knight Foundation funding for a public prototyping festival. Industry partners include such companies as AutoDesk, Intel, Microsoft, and Samsung.

Each year, the College sponsors more than 500 concerts, performances, exhibits, and other cultural events. Our Centers, including The Martha Heasley Cox Center for Steinbeck Studies, the Ira F. Brilliant Center for Beethoven Studies, the Center for Literary Arts, the Center for Comparative Philosophy, and the Center on Ethics, enhance the intellectual and cultural life of the University and the surrounding community.

The College is driven by the core values of inclusion, diversity, collaboration, and innovation. Key initiatives include: operating the Hammer Theatre Center; improving writing instruction through Stretch English and writing faculty hires; enhancing support for advising through a Student Success Center; supporting student success through improving four- and six-year graduation rates; enhancing support for faculty research, creative activity, and grant activity; expanding collaborations among faculty in the humanities and arts across SJSU’s colleges; and supporting collaboration across the arts, humanities, and technology, as well as between SJSU and the City of San Jose and the larger Silicon Valley and Bay Area.
The College of Humanities and the Arts at San José State University provides a high-quality liberal arts education focused on creativity, innovation, and problem solving. Our humanities and arts programs produce graduates with critical thinking skills that businesses in the region rely upon in the fast-paced world of the Silicon Valley. We prepare our students to be creators, thinkers, and innovators; we produce citizens who are ethical, informed, and engaged. Our faculty members are committed to student success and to the values of the public university as an avenue for social mobility. As a college, we are committed to interdisciplinary collaboration, innovative teaching, and university/community partnerships.
THE POSITION

The new Associate Dean of Faculty Success and Research will be joining the College leadership team at a time of growth and optimism. This is an ideal position for someone seeking leadership growth in the California State University System.

Reporting to the Dean of the College of Humanities and the Arts and working in close collaboration with the Dean’s leadership team and the Associate Dean for Student Success and Academic Programs, the Associate Dean of Faculty Success and Research is charged with helping to provide oversight of internal operations focused on faculty success, diversity, and inclusive excellence in the College. He or she will provide leadership for tenured and tenure-track faculty recruitment, hiring, mentoring, promotion, and tenure; foster a culture of innovative, interdisciplinary research, scholarship, and creative activity; support teaching innovations and interdisciplinary collaborations in and beyond the college; and promote a culture of evidence-based measures of student learning and faculty success. The Associate Dean supports strategic planning and implementation of initiatives related to the mission and vision of the College and the University, including projects with local, regional, and national organizations and entities, including the City of San Jose.

Both Associate Deans of the College of Humanities and the Arts support the Dean in maintaining positive, efficient, and effective operations in the College. The Associate Deans support program review, act as hearing officers for grievances, and analyze institutional data to support evidence-based decision-making. They regularly interface with faculty and staff from across the University, including those in Student Services, Facilities Development and Operations, Instructional Technology Services, and throughout Academic Affairs. The Associate Deans provide collaborative oversight on issues related to facilities, health and safety, and space allocation; research issues and prepare reports for the College and the division; recommend policy or procedural changes, handle confidential problems, and help ensure compliance with policies and procedures. The Associate Deans represent the Dean at meetings and events and serve in her capacity when she is absent. Above all else, the Associate Deans work in partnership with the Dean and her staff to ensure a positive, collegial, collaborative culture in the College.
REQUIRED QUALIFICATIONS

The Associate Dean must hold a terminal degree in one of the disciplines in the College and have a strong record of research, scholarly, and/or creative achievement that warrants tenure in one of the College’s nine academic units. This position requires (1) academic leadership experience, such as serving as a department chair, program coordinator, or similar position or experience through departmental or university service; (2) a strong record of professional achievements in one or more disciplines; (3) the ability to inspire and support faculty and college/university initiatives in research, scholarship, and creative activity; and (4) a demonstrated commitment to faculty, staff, and students at a large, public comprehensive university.

PREFERRED QUALIFICATIONS

In addition to the required qualifications and a record that suggests the ability to perform the duties of the position as described above and in the position description, the ideal candidate will have:

• A minimum of three (3) years of experience in an academic leadership or administration position (e.g. department chair, program coordinator, or similar position);
• Knowledge of the disciplines and programs represented in the College;
• Demonstrated success in producing innovative and/or interdisciplinary research, scholarship, or creative activity;
• A record of research, scholarly, and/or creative activities that demonstrates excellence in one or more disciplines in the College;
• Experience with major college-level administrative functions, such as academic budgets, course scheduling, faculty appointments, and student and faculty success effort.
• Experience working in the CSU (California State University) system
• and faculty success effort.

ABILITIES AND SKILLS

We are seeking an individual who has the following abilities and skills:

• The ability to perform essential duties related to internal operations of the College including, but not limited to: facilities, personnel, technology, and faculty and student success;
• Strong interpersonal, analytic, writing, and oral communication skills accompanied by a commitment to transparency, confidentiality, collaboration, and improvement;
• The ability to work independently, effectively, adaptively, and positively with diverse constituencies in a shared governance environment;
• Knowledge of policies, rules, regulations, business practices, and organizational structures;
• The ability and desire to work in a team-based, dynamic environment.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. It is the policy of SJSU to provide reasonable accommodations for qualified persons with disabilities.
Application Procedures

For full consideration, please follow these procedures by 11:59 p.m. on March 30, 2018:

1. Submit the following to humanities-arts@sjsu.edu with the subject line "H&A Associate Dean Search Application": (1) a cover letter that addresses the position responsibilities and qualifications; (2) a current curriculum vitae that includes administrative experience; and (3) contact information for 3-5 professional references.

2. Apply via the SJSU portal: http://www.sjsu.edu/hr/careers/jobs/

Inquiries may be sent to Dean Shannon Miller: humanities-arts@sjsu.edu

More information is available at: http://www.sjsu.edu/humanitiesandarts/Academic_services/ha_open_positions/index.html

SJSU is an Equal Opportunity/Affirmative Action employer committed to nondiscrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender status, marital status, pregnancy, age, disability, or covered veteran’s status consistent with applicable federal and state laws. Reasonable accommodations will be provided for qualified applicants with disabilities who self disclose. Applicants will be required to submit application through Human Resources as well.