

LOGAN UNIVERSITY



JOB POSTING

Logan University is comprised of the College of Chiropractic and the College of Health Sciences and blends the perfect balance of tradition with innovation. Established in 1935, Logan College of Chiropractic is one of the largest and most respected chiropractic colleges in North America. Through the College of Health Sciences, Logan offers master's degrees in sports science and rehabilitation, and nutrition and human performance that are accredited by the Higher Learning Commission of North Central. Other program offerings include undergraduate coursework including an Accelerated Science Program to help students complete their basic science coursework at an accelerated pace, offered in both online and on-campus formats, and two baccalaureate degrees- A Bachelor of Science degree in Human Biology and a Bachelor of Science degree in Life Science.

Logan's 112-acre wooded campus is located in Chesterfield, MO, a quiet residential suburb of St. Louis. Its low student-to-faculty ratio provides more personalized instruction, which is most conducive to effective learning. MSNBC has selected Logan's campus as an editor's pick of one of "America's Most Beautiful College Campuses."

Logan offers an outstanding benefits package to eligible employees including free chiropractic care. Learn more about Logan University at www.logan.edu. **Interested candidates please send resume to: resumes@logan.edu**

Job Title: Vice President of Academic Affairs

Date Open: Fall 2014

Job Summary: The VP of Academic Affairs is the senior administrative officer in all matters of an academic nature and oversees the total educational operation of the University. Each direct report to this VP has administration management responsibility for the development, implementation, and improvement of programs, activities, and personnel in his/her respective areas of responsibility along with budget management and strategic planning implementation.

Specific Duties:

- In collaboration with President, provide leadership in guiding the University's academic programs into the future.
- Overseeing, advising and approving the activities of direct reports in the areas of:
 - Advancing missions and visions of University
 - Program and curricular development, implementation, review and improvement.
 - Academic standards, policies and procedures.
 - Personnel hiring, orientation, development, supervision, evaluation and termination.
 - Pedagogical improvement, assessment of student learning and advising.
 - Maintaining institutional research data and all appropriate records relevant to academic programs, including student and faculty schedules.

- Maintaining compliance with academic federal, state, and accreditation standards and requirements.
- Championing the quest for scholarship and reliance on evidence-based curriculum; activities, programs and resources in support of academic programs.
- Recommending to the President:
 - Proposed changes in academic programs, standards, policies, procedures and personnel.
 - Proposed changes in academic and student support resources, including facilities.
- Working with other members of Cabinet in:
 - Advancing vision and mission of University.
 - Strategic planning development and implementation.
 - Budget preparation and oversight.
 - Student retention.
 - Maintaining currency in university documents.
 - University-wide activities and programs.
- Primary contact for/resource of the Faculty Council.
- Primary educational and accreditation liaison for educational and entities such as CCE and HLC. This includes primary oversight of self-study(s), applications and program review/accreditation, etc.
- Representing the University at professional and educational meetings/programs.
- Representing the Cabinet in appropriate University committees.
- Preparing reports to the President, the Board of Trustees and external constituencies.
- Other duties for the good of the University.

Qualifications: Requires first professional/doctoral degree and extensive experience in higher education and academic leadership with a clear focused commitment to teaching, learning and academic excellence to promote student success. Visionary leader who will inspire staff, students and the community and possesses excellent communication and interpersonal skills and good judgment; ability to formulate and articulate sound policies and demonstrated ability to identify, resolve and consult on a wide-range of administrative and human resource issues with a clear sense of institutional needs and priorities; understanding of current issues and further directions in a higher education; strong organizational and management skills.

As a member of the Cabinet, the VP is required to be highly ethical, trustworthy, credible, loyal and respectful of diverse views and opinions. The VP should be collegial, approachable and accessible and able to delegate responsibility and authority while maintaining accountability.