

**National Louis University**  
**Chicago, Illinois**

**Position Profile**

**Provost/Vice President for Academic Affairs**

**February 2019**



1886

**NATIONAL  
LOUIS  
UNIVERSITY**

[www.nl.edu](http://www.nl.edu)

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## THE OPPORTUNITY

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Reporting to the President, the Provost/Vice President for Academic Affairs is the Chief Academic Officer of the University and provides leadership to all academic areas, so they reflect the mission of the institution. The Provost is an advocate for all academic programs, providing leadership to faculty and academic staff to ensure consistent quality standards in curriculum and programs that meet the needs of students. The Provost oversees the academic integrity of the University and provides leadership in long-range planning, budgeting, curriculum, and program development. The Provost ensures compliance with various accreditation agencies as well as state accreditation and regulation. The Provost serves as Chief Administrative Officer for the University in the absence of the President.

The University is seeking an individual with the following qualities and values:

- **Depth**—An innovative, collaborative leader with demonstrated skills, consistent with the management of a complex higher education organization.
- **Vision**—Demonstrable experience in fostering a shared vision amongst a wide diversity of stakeholders. A record of seeing through the achievement of an institutional vision by aligning a strategic plan tied to resource allocation. A clear commitment to innovation, academic and service excellence, and equity.
- **Consultative and Collaborative Decision Making**— Evidence of building consensus to implement decisions and an ability to make and effectively communicate difficult decisions. A demonstrable commitment to collaborative decision-making including evidence of inviting others to share in the decision-making process at all levels.
- **Inclusivity**—A demonstrable commitment to fostering diversity throughout the University, including recognition of the changing demographics of students and faculty. Enthusiasm for diversity and inclusion as a core value of our institution.
- **Planning and Budgeting**—Successful supervision of management staff. Experience with higher education budget models, especially those including accountability and transparency incorporating elements of responsibility-centered models that reward productivity, effectiveness, and entrepreneurship. Demonstrated ability to manage financial resources, complex budgets, and personnel. A commitment to efforts that increase the diversity of revenue streams and delegate responsibility for diverse tasks in a transparent fashion.
- **Advocacy and Style**—Ability to lead by example, advocate strongly, and be an effective spokesperson for the University with passion and a sense of humor. This includes having demonstrated effective interpersonal skills and the ability to communicate effectively with people at all levels.
- **Student Focused**—A commitment to students and student learning as a basis for decision making in academic programming, and commitment to our access mission for both domestic and international students.
- **Undergraduate and Graduate Education**—A clear comprehension of and commitment to both dimensions of NLU's instructional mission.

Specific responsibilities of the Provost/VPAA will include:

- Provide leadership and vision for all academic programs and work with the College Deans and faculty to facilitate appropriate program development.
- Foster, build, and empower a diverse and cohesive leadership team.
- Ensure systematic review of programs (majors) to ensure quality and current course content.
- Formulate, maintain and implement, and evaluate a high-quality curriculum.
- Provide leadership in matters of academic policy and administration and regularly advise the President on these matters.
- Coordinate and provide leadership in the Strategic Plan implementation.
- Coordinate with the College Deans and approve the hiring, support, development and evaluation of faculty, staff, and administrators of instructional programs and services.
- Coordinate with the College Deans and approve the assigning of courses and non-instructional assignments to full and part-time faculty.
- Encourage and support research, grant-writing, publishing, and other scholarly activities of the faculty.

- Work with direct reports to plan, develop, and implement the annual budget for the academic division of the University; approve expenditures.
- Coordinate accreditation efforts and the preparation of reports to various accrediting agencies.
- Coordinate with the College Deans and Vice President for Marketing and Enrollment Management in the preparation of the class schedule each semester; approves the final class schedule.
- Collaborate with the Academic Cabinet the compilation of information for the published catalog; coordinate the publishing of the catalog.
- Coordinate professional development activities for the University.
- Serve on President's Cabinet and other committees as needed.
- Serve as *ex-officio* member of administratively appointed academic committees.
- Ensure communication with faculty by working closely with the Presiding Chair of the Faculty Senate to promote quality and shared faculty governance.

**Required Qualifications:**

- Earned doctorate or appropriate terminal degree in an academic discipline.
- A record of progressively advancing higher education leadership responsibilities, positions, and success.
- Demonstrated ability to manage financial resources, complex budgets, and personnel.
- Experience with shared governance in a higher education setting.
- Demonstrated appreciation of and commitment to shared governance.
- Demonstrated commitment to student success.
- Ability to work in an entrepreneurial fast-paced environment.
- An ability to engage with all University constituents in a way that respects their roles and responsibilities, demonstrates open and timely communication, and seeks diverse perspectives collaboratively.
- A sense of humor.
- Ability to use qualitative and quantitative information in decision making.
- An appreciation of a wide variety of performance measures as appropriate in different disciplines.
- A demonstrated commitment to equity and inclusion.
- A sustained record of high integrity and ethical behavior, creativity, energy, and the ability to inspire others.

**Desired Qualifications:**

- Experience in and enthusiasm for teaching, applied research, and creative scholarship.
- Experience in internationalized curricula and global initiatives in higher education.
- Experience with undergraduate and graduate, domestic and international recruitment and retention.
- Experience with budget models that reward productivity, effectiveness, and entrepreneurship.



## ABOUT NATIONAL LOUIS UNIVERSITY

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**National Louis University (NLU)** is looking to honor its past while defining a bold new future as a university focused on professional pathways, preparing students to be leaders ready to address tomorrow's challenges in the context of increasing global urbanization. NLU is dedicated to providing a career-building, life-changing education that is accessible to all students. The University offers 80 + programs across the undergraduate and graduate levels within its National College of Education, Kendall College of Culinary Arts & Hospitality Management, and the College of Professional Studies and Advancement (comprised of the Schools of Business, Social and Behavioral Sciences, and Health and Human Services). The University serves over 8,200 students per year and has experienced unprecedented growth in its undergraduate programming. Most students are from Illinois, but the University also attracts students from throughout the U.S. in its online programming.

Founded in 1886, National Louis University is a private not-for-profit university offering programs through the doctoral level. NLU is also classified as an *Engaged Institution by the Carnegie Foundation* and has been named as a top ten institution by Money Magazine where its alumni believe they are making the world "a better place." The University has had more Golden Apple Award winners among its graduates in teacher preparation than any institution across the state. The University is among the top 25 most diverse national universities according to [U.S. News and World Report \(2019\)](#). Graduates from NLU enter the workforce earning an estimated \$43,000 per year after graduation, ranking NLU among the top five of all Illinois post-secondary schools. The University has received more than \$65 million in funding for applied research projects in urban development, childhood development, school improvement, and teacher preparation. NLU recognized as a national leader in closing the post-secondary completion through its innovative approach to undergraduate education.

NLU is located in the center of Chicago's downtown loop, across the street from the Art Institute, in an area which has been recognized as America's largest campus with over 25 institutions and 50,000 students attending a college across the city. In addition, the University has several suburban locations and a Florida regional campus.

To learn more about National Louis University: <http://www.nl.edu>

### **Leadership:**

President Nivine Megahed became the eleventh president of National Louis University in March of 2010. Dr. Megahed has over 20 years of experience making higher education more accessible for students of all backgrounds.

NLU is currently completing its 2020 strategic plan and just beginning to develop the 2030 plan.

In the last 10 years, the University has undergone a significant transition, becoming increasingly data-informed, and efficient in its delivery of programming and services. New programs in high demand fields have been developed that have fueled enrollment growth. The University has re-envisioned undergraduate education and is committed to leading the effort to close the bachelor's degree attainment gap and serve underserved students. Blended and online modalities have been built to better serve adult student needs for flexibility. Moreover, the University completed the acquisition of Kendall College expanding its program offerings to include culinary and hospitality education.

Progress has been made in diversifying its faculty and staff. The University has also served as a catalyst for community transformation through its students and alumni focused on addressing some of the most pressing social issues such as violence prevention and prevention of human trafficking. The University set aggressive goals in improving student success, continuing enrollment growth, building career-readiness into the curriculum, ensuring the impact of the University's commitment to community engagement and transformation, creating distinctive programs and experiences, utilizing resources effectively to maintain affordability, increasing revenue streams, and attracting and retaining great employees.

Today, NLU is viewed as one of the most innovative institutions in the country and has been dubbed as a model of the "new urban university" by the Gates Foundation. Committed to improving social mobility and economic opportunity, the University utilizes technology and innovation to continuously improve learning and outcomes for its students.

The new Provost will be joining the institution as it embarks on its next strategic plan. Recognizing that the higher education landscape is shifting dramatically, this will be an opportunity to shape the future with bold plans that reimagine higher education, and continue to advance NLU's core value commitments to innovation, access and equity, and excellence.

## PROCEDURE FOR CANDIDACY

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Confidential review of applications will begin immediately and will continue until the position is filled. **Applicants that apply by March 24, 2019 will be given first consideration.** Please submit a resume and cover letter. To apply click here <https://theapplicantmanager.com/jobs?pos=su141>

**For nominations or further information, contact:**

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*National Louis University is an affirmative action/equal opportunity employer with a strong institutional commitment to the achievement of diversity among its faculty, staff, and students.*



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## CHICAGO, ILLINOIS

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Few cities in the world can match the character and culture of Chicago. Visitors and residents alike find world-class dining, museums, entertainment, and striking architecture in the largest and most visited city in the Midwest.

Chicago is the third most populous city in the United States with approximately 2.7 million residents. The city is traversed by the Chicago and Calumet rivers, and with many parks and green spaces, the city offers stunning natural beauty along with an urban landscape. Lake Michigan offers a wonderful escape, and Chicagoans can stroll the shoreline, play volleyball, bike, or jog along the lakefront. The Chicago Park District consists of 552 parks with over 7,300 acres of municipal parkland. There are thirty-three sand beaches, two world-class conservatories, sixteen historic lagoons, and ten bird and wildlife gardens.

As a multicultural city that thrives on the harmony and diversity of its neighborhoods, Chicago today embodies the values of America's heartland - integrity, hard work, and community and reflects the ideals in the social fabric of its 77 distinct neighborhoods. Some favorite ethnic communities to explore in Chicago include Greektown, Chinatown, Ukrainian Village, and Little Italy.

- Chicago has one of the most inclusive LGBTQ+ communities in the nation. It was named "**City of the Year**" by GayCities.com.
- Time Out magazine ranked Chicago the **best city in the world** in 2018.
- Chicago is recognized across the United States as a very passionate sports town. With professional teams such as the: the Chicago Bears, Blackhawks, Bulls, Fire, Cubs, and White Sox.

The dining choices in the Chicago area are as diverse as the people are, and everything from ethnic food to contemporary and innovative dining can be found. The city is home to twenty-three Michelin-starred restaurants. *Saveur* magazine even dubbed Chicago "America's new culinary star."

Chicago has long been known for theatre, from big productions at landmark venues in Chicago's downtown Theatre District to experimental works at small storefront theaters in outlying neighborhoods. When it comes to music, there are live performances of every kind every night of the week, although jazz and blues have a special place in the city's cultural history.

Chicago is a travel hub, which means it's easy to get to and from anywhere in the country or the world. Chicago is served by Midway International Airport on the south side and O'Hare International Airport, the world's third busiest airport, on the far northwest side. Once one is in Chicago, there are many convenient options for getting around, from bike paths and L trains to buses and cabs.



*For additional information on Chicago, please visit:*

<http://www.choosechicago.com/>

<http://www.cityofchicago.org/city/en.html>

