



Position Profile | August 2021

# **Provost and Vice President for Academic Affairs**



**Idaho State  
University**



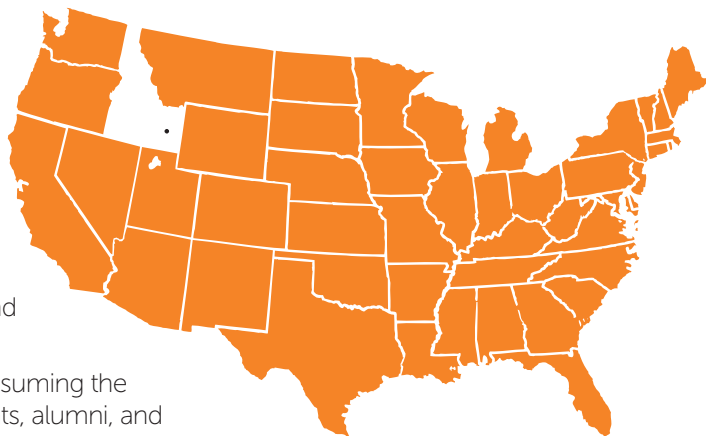
# Idaho State University was founded in 1901 and has grown to be one of the most comprehensive institutions in the country.

Idaho State University is a Carnegie Research University that is one of only six institutions in the US offering programs from technical certificates through graduate and professional degrees. As the state's designated lead institution in health professions, Idaho State is home to more than 75 percent of Idaho's health degree programs. ISU's campus in Idaho Falls shares space with the Idaho National Lab (INL), one of only 17 national research labs in the country. The University works collaboratively with the INL to build partnerships and programming.

At the main campus in Pocatello, and locations in Meridian, Idaho Falls, and Twin Falls, Idaho State offers access to a high-quality education to more than 12,000 students. The University has nearly 250 programs spread across ten colleges and schools.

Kevin D. Satterlee became Idaho State's 13th president in June 2018. He has served Idaho's higher education system for more than 20 years. President Satterlee has a passion for helping students transform their lives through educational experiences and opportunities.

It's an exciting time to be a part of Idaho State University. Upon assuming the presidency, President Satterlee committed to faculty, staff, students, alumni, and friends of the University to always listen, be transparent, and lead inclusively. One of his top priorities as president has been to continue building on and celebrating the University's strengths, traditions, and community culture. In the coming decade, President Satterlee aims to lead Idaho State to greater heights by maximizing the strengths of the institution, building strong and lasting relationships between the University and its constituents, and helping to remove barriers to student success. The future of Idaho State University is bright with the talent, passion, and dedication of the Bengal family.





## About Idaho State University

Idaho State University combines exceptional academics amidst the grand natural beauty of the West. University faculty and students are leading the way in cutting-edge research and innovative solutions in the areas of energy, health professions, nuclear research, teaching, humanities, engineering, performing and visual arts, technology, biological sciences, pharmacy, and business.

Idaho State, a Carnegie-classified doctoral research and teaching institution founded in 1901, has a low student-to-teacher ratio of 14:1. As a state leader in the health sciences, Idaho State offers health services to the community, as well as multiple degrees in more than 50 health-related areas, including nursing, pharmacy, physical therapy, speech pathology, and physician assistant studies. In addition to significant offerings in health sciences, the University offers a wide array of graduate programs through colleges in business, education, technology, arts, humanities, sciences, and engineering. Education at Idaho State is filled with real-world experience; the \$2.3 million Career Path Internship Program helps hundreds of students achieve their career goals through paid on-and off-campus internships. In their spare time, students can choose from nearly 100 student organizations or a host of outdoor activities in the University's backyard. The Stephens Performing Arts Center on the University's campus is nationally ranked as one of the most impressive performance venues on a college campus. It is home to the Idaho State Civic Symphony and hosts numerous plays, concerts, recitals, and art performances.



As an NCAA Division 1 school, the Idaho State Bengals compete in the Big Sky Conference in basketball, cross-country, tennis, track and field, volleyball, softball, football, golf, and soccer. More information about Idaho State is available at [isu.edu/about](https://isu.edu/about).



# University Strategic Goals

## Goal 1

### Grow Enrollment

Increase new degree-seeking students by 20% over the next five years.

#### Operational Strategies

- Emphasize relationships with high school faculty and advisors within ISU's service regions
- Provide opportunities for faculty/potential student interaction to encourage enrollment
- Communicate with managers and employees at local/regional public and private organizations to identify educational programs that would increase the potential for advancement and support professional development

## Goal 2

### Strengthen Retention

Improve undergraduate student retention rates by 5%.

#### Operational Strategies

- Increase faculty and advisors awareness of their students' academic progress by alerting them when a student is struggling so they can work with the students to create strategies for student success
- Increase and market student support services that measurably increase retention
- Develop programs that encourage students to identify potential career paths

## Goal 3

### Promote ISU's Identity

Promote ISU's unique identity as Idaho's only institution delivering technical certificates through undergraduate, graduate and professional degrees.

#### Operational Strategies

- Educate internal and external communities of the scope and benefits of ISU's offerings and research
- Promote ISU as providing an affordable, high-quality education that results in a high return on investment
- Demonstrate to communities the cost-benefits that emphasize what ISU brings to each community through education and research

## Goal 4

### Strengthen Communication, Transparency and Inclusion

ISU will continue building relationships within the University, which is fundamental to the accomplishment of all other objectives.

#### Operational Strategies

- Continue creating consistent opportunities to share ideas and reach mutual understanding
- Where identified, eliminate duplication of effort in business processes, programs, and services
- Develop administrative structures and process based on tenets of shared governance

## Goal 5

### Enhance Community Partnerships

ISU will establish new partnerships within its service regions and statewide program responsibilities to support the resolution of community-oriented, real-world concerns.

#### Operational Strategies

- Align programs and curriculum with regional employer needs
- Partnerships will encompass a broad variety of relationships including academic to academic, ISU to business, and ISU to non-profit
- Identify and design educational programs that provide a service to the communities that ISU doesn't currently partner with
- Work with communities that have limited services and develop opportunities to create new partnerships





# Provost and Vice President for Academic Affairs

## Primary Purpose

The Provost and Vice President for Academic Affairs serves as the chief academic officer of the University and oversees university curriculum, faculty appointments, and other academically related areas at a public doctoral research university.

The Provost will oversee and align academic affairs with available resources while ensuring access and opportunity to advance the academic mission of the institution. In helping to lead an innovative community of scholars and students, this individual will provide leadership to support an interdisciplinary, student-centered culture across the campus. In supporting this campus culture, the Provost will be fully invested in the University's student retention, progression, and completion initiatives as part of the University's Administrative Council. The Provost will possess a clear academic vision and serve as an articulate and persuasive spokesperson to assist the President in effectively conveying the importance of the institution as a partner to the community and region.



## Scope of Responsibility

The Provost oversees the colleges of Science and Engineering, Arts and Letters, Education, Business and Technology; the Division of Health Sciences, including its two colleges; the University library system; and academic programs on all of the campuses, including Pocatello, Idaho Falls, Twin Falls and Meridian. Academic budgets at the University total \$130 million, and more than 600 faculty report to the Provost through their deans and chairs. In addition, the role oversees Educational Technology Services, the Early College Program, Institutional Research, Academic Success and Advancement, and Institutional Effectiveness.



# Key Responsibilities

Provost and Vice President for Academic Affairs has general charge and responsibility for the supervision and management of all academic colleges, schools, departments, and programs at a public doctoral research university, to include:

- Leading from a philosophy of trust, compassion, stability, and hope, the Provost will serve as a top level leader for the University as a whole.
- Determining, in collaboration with area Deans, all members of the faculty for appointment, promotion, tenure, retention, non-retention, or dismissal for cause.
- Planning, development, and evaluation of academic programs.
- Serving in a co-leadership role with executive leadership to develop, implement, and evaluate programs for student success initiatives.
- Serving as the chair of the Council of Deans.
- Coordinating internal administrative review and external regulatory or accreditation consideration of academic policies, plans, and programs.
- Maintaining academic standards of Idaho State University and of appropriate accrediting bodies.
- Participates as part of the President's Administrative Council responsible for executive leadership of the University while also collaborating closely with the Faculty Senate in support of shared governance.
- Advises the President on all matters related to academic affairs and related university administration.
- Supervises all matters relating to curriculum and instruction, including instruction at branch campuses, evening and summer programs and scheduling.
- Demonstrates a commitment to inclusive and collaborative leadership with a passion for serving students and faculty.
- Establishes priorities and plans for academic program development as well as faculty recruitment, and professional development.
- Partners actively with enrollment management leadership to support institutional enrollment management efforts and evaluate potential enrollment impacts of new or modified academic program offerings.
- Coordinates periodic academic program review, accreditation, and works with Deans and Chairs in the review, study, and development of curriculum and in the improvement of instruction.
- Develops and ensures adherence to the academic affairs budget and participates in development of the budget for the University as a whole.
- Serves as principal liaison to Idaho's State Board of Education on matters pertaining to Academic programs and initiatives.
- Recommending additions and alterations to the physical campus that are needed for academic purposes.



# Qualifications

- A commitment to working in an environment of trust, compassion, stability, and hope.
- Ability to lead and drive broad change management efforts with an ability to realize and achieve vision.
- Expertise in developing/implementing processes and plans for enhancing institutional effectiveness, academic excellence, and student-centeredness.
- Evidence of data-informed decision making.
- Demonstrated excellence in teaching and learning with an understanding of digital education and emerging technologies.
- Understanding of, and ability to thrive in, the governance and administrative processes used in publicly-supported higher education institutions.
- Ability to communicate effectively and establish and maintain effective professional relationships with internal and external stakeholders including community colleges, the community at large, and the state.
- Demonstrated commitment to working in and fostering an inclusive environment.
- An earned doctorate from an accredited institution of higher education with ten years of successful full-time post-secondary teaching and administrative experience at the department head level or above in an institution of higher education.
- Experience in a multi-campus environment would be ideal.



## What Makes This an Exciting Opportunity?

### **Stable leadership.**

President Kevin Satterlee has established himself as an effective leader of the University and gained the respect and support of the faculty, the State Board of Education, and the community at large.

### **Dean support.**

Idaho State's Deans Council is highly collegial and energized to support the institution and the Provost's Office. There are several relatively new deans for whom the provost will provide mentorship and development.

### **Major initiatives are underway.**

Evaluation of program health/resource prioritization is well underway. Special initiatives in academic affairs include the adoption of meta-majors, implementation of the Complete College America Momentum Pathways project, online learning expansion, and more.

### **Opportunities for statewide leadership.**

The provosts in the statewide system participate in the Council of Academic Affairs and Programs (CAAP) and on statewide educational initiatives on behalf of the SBOE.

### **Opportunity to build meaningful programming.**

ISU has many unique opportunities to build programming and research in areas like health sciences, medicine, science and engineering, and energy production, and more, both on the main campus in Pocatello and at its branch campuses.

### **Collaboration potential.**

ISU's campus in Idaho Falls shares space with the Idaho National Laboratory (INL), one of 17 national research labs in the country. The Department of Energy recently announced a large investment in the INL to advance a future energy production initiative. The only medical school in Idaho – the Idaho College of Osteopathic Medicine – is located on ISU's campus in Meridian.

### **Be part of positive change.**

It is exciting to be a part of the ISU community at this time when Idaho is exploding with growth. The positive morale and excitement on the campuses are palpable. This provost will have the opportunity to help reshape the institution and its academic programs.





## Pocatello and Southeast Idaho

Idaho State University's main campus in Pocatello is two hours north of Salt Lake City, Utah, and centrally located between the popular vacation destinations of Yellowstone National Park, Grand Teton National Park, Park City, Utah, and Jackson, Wyoming. Southeast Idaho is often called an outdoor lover's paradise with something for everyone. The hills and the spectacular northern Rockies around Pocatello are covered with mountain bike trails and provide access to outdoor activities such as camping, fishing, hiking, hunting, skiing, kayaking, and rock climbing. The University's campus in Meridian is conveniently located a few minutes from downtown Boise.

### Interesting facts about Pocatello and Idaho:

- The City of Pocatello is located in Southeast Idaho and nestled at 4,448 feet in the western foothills of the Rocky Mountains along the Oregon Trail.
- Pocatello has a desirable four-season climate where the weather is normally clear, sunny, and dry.
- Residents of Pocatello enjoy city-maintained golf courses, a swimming complex, hiking and biking trails, 32 parks, and a zoo.
- Pocatello is home to the Idaho Museum of Natural History, which is located on the University's campus.
- Bannock County has a population of nearly 85,000 and the county seat is located in Pocatello, which is home to 55,000.
- Based on average housing costs, utilities, healthcare, transportation, groceries, and other services, Idaho's cost of living is the second lowest of the 11 western states.
- Idaho has a strong and diversified economy. Manufacturing and agriculture remain top industries while high-tech, tourism, retail, healthcare, business, and information services are growth sectors.
- According to FBI statistics, Idaho's crime rate is the lowest in the West. The rate of serious crime is 21.3 percent less than the national average.
- Idaho has 3,100 river miles, more than any other state.

All information was pulled from the City of Pocatello's website. For more information, please visit [www.pocatello.us](http://www.pocatello.us).



# Provost and Vice President for Academic Affairs

## PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; parties who **apply by September 26, 2021** will be given first consideration. Please submit a PDF version of your complete curriculum vita/resume and a cover letter highlighting your interest in and qualifications for the position. To apply online, go to:

<https://theapplicantmanager.com/jobs?pos=su230>

For more information or to offer recommendations or nominations:

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Idaho State University is committed to continually supporting, promoting and building an inclusive and culturally diverse campus environment and strongly encourages applications from female and minority candidates.



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