

Associate Dean/Accreditation Officer Position, College of Applied Studies

The College of Applied Studies at Wichita State University invites applications for a full-time Associate Dean/Accreditation Officer. This is a 12-month appointment that includes responsibilities to assist the dean in academic program development, administration, and evaluation, including leadership for all aspects of the college's accreditation and program approval processes. This includes leading processes for continuing accreditation through Council for Accreditation of Educator Preparation (CAEP) for initial and advanced programs, Kansas State Department of Education (KSDE) program approvals, as well as specialized accreditation (e.g., NASP, CACREP).

Wichita State University (WSU), an urban, public research university located in the largest city in Kansas, is centered on student success, applied learning, and innovative faculty and leadership with strong connections to the Wichita community as a driver in workforce development. The College of Applied Studies (CAS) includes departments that touch all aspects of Pre-K-12 education, educational administration, sport management, organizational leadership and learning, counseling program tracks with several counseling fields, athletic training, and exercise science. Core values inform the work to support student success in CAS, including diversity, integrity, collaboration, discovery, and leadership. The regional impact of CAS is significant and vital as it graduates more than half of the teachers and administrators working in Wichita schools, with applied learning opportunities within a diverse school district population of over 45,000 students.

The ideal candidate will have a student-centered approach to higher education administration, a strong interest and professional background in program accreditation and evaluation that includes experience with CAEP and state approval processes, and the ability to collaborate with faculty and staff within the University. The candidate must be able to communicate effectively with diverse constituents, including faculty, administrators, students, and community and industry partners. The successful applicant will be a key member of an innovative and responsive team in the Dean's office that is committed to supporting student learning, enhancing inclusive excellence on campus, and advancing WSU's mission to be an essential educational, cultural, and economic driver for Kansas and the greater public good.

The position will begin on June 11, 2023.

REQUIRED EXPERIENCE AND QUALIFICATIONS:

- Doctorate in a discipline represented within the College of Applied Studies or a related field
- Minimum of 3 years of professional, university experience in ranked faculty member position (Assistant, Associate, Full Professor) or equivalent
- Successful experience in the areas of teaching, research, and service
- Experience in contributing to successful accreditation and program approval reviews
- Experience in successfully executing an education program assessment plan, including the development of required reports
- Experience serving on teams/committees tasked with ensuring education program quality assurance and continuing improvement
- Excellent interpersonal skills and the ability to successfully manage professional relationships within a complex organization.
- Excellent written and oral communication skills
- Strong ability and deep commitment to advancing a culture of inclusive excellence, including the ability to successfully interact with people of diverse backgrounds.

- Strong understanding of quality assurance and continuous improvement as they pertain to education program leadership
- Deep knowledge of accreditation systems and processes, including CAEP accreditation and state-level program reviews
- Ability to devote sustained attention to detail
- Ability to successfully engage others in problem solving
- Must qualify for a faculty appointment within WSU's Professional Education Unit. Applicants who meet qualification requirements for tenured associate or full professor will be eligible for appointment as Associate Dean. Those who meet qualification requirements for assistant professor or clinical educator will be eligible for appointment as Assistant Dean.

PREFERRED QUALIFICATIONS:

- Experience with Kansas State Department of Education requirements and processes
- Experience with specialized accreditation in areas relating to CAS programs

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Oversees, in consultation with the Dean, the academic program development, administration, and evaluation of program(s) or department(s). Ensures compliance with University, government and industry specific regulations and accreditation requirements.
- Promotes academic achievement and student satisfaction consistent with established education objectives, quality standards and fiscal responsibility.
- Supervises and evaluates assigned staff.
- Responsible for assisting in the development and/or administration of budgets in areas of supervision.
- Seeks, pursues and motivates others to pursue potential sources of funding for the college.
- In consultation with the Dean, serves as liaison between the college, University, local and/or regional community, and related agencies and organizations.
- May develop curriculum or be responsible for considering the operational impact of curriculum for the college in collaboration with program(s) and/or department(s) leadership.
- Other duties as assigned.

Applicants who would enhance the diversity of the College, such as individuals from historically underrepresented groups, are strongly encouraged to apply. The position offers a full benefits package. Review of applications begins immediately and continues until the position is filled. For questions, contact the search co-chairs: Dean of the College of Applied Studies, Dr. Jennifer Friend at jennifer.friend@wichita.edu and Associate Dean of CAS, Dr. G. Clayton (Clay) Stoldt at clay.stoldt@wichita.edu. (No application can be accepted via this email address.) To apply, submit to Wichita State University's Human Resources at <https://jobs.wichita.edu/postings/28357>.