



Position Announcement for the College of Business Administration

Associate Dean for Faculty Support

Sacramento State is located in the heart of Northern California, one of the most beautiful, diverse and rapidly growing areas in the country. The 300-acre campus, just five miles from the State Capitol, is situated along the American River parkway that offers miles of trails and recreational access to the city's two rivers, Folsom Lake and the historic Sacramento riverfront. Growth in the region has provided significant opportunities for faculty research and engagement with civic and business organizations as well as extensive research and internship opportunities for the University's approximately 31,000 students. The University, where quality teaching is a top priority, offers instruction leading toward the bachelor's degree in 58 disciplines, the master's degree in 41 disciplines, two independent doctoral degrees and one joint doctoral degree, and houses numerous research and community service centers.

Sacramento is a high-growth metropolitan area with a very diverse population of approximately 2 million. As California's capital, Sacramento is an advantageous setting for premier academic programs. As a major metropolitan university, Sacramento State is committed to providing leadership in addressing significant regional needs and to enriching its liberal arts tradition. The proximity of Sacramento State to the California legislature and other agencies of state and federal government provides unparalleled opportunities for faculty and students to participate in public service through policy research internships, and employment.

DUTIES/RESPONSIBILITIES

The Associate Dean for Faculty Support (ADFS) has oversight of policies, procedures, and processes that are consistent with fostering and maintaining a high-quality and productive faculty in the College of Business Administration (CBA). The ADFS carries out activities that further a productive and collaborative culture among CBA faculty. The ADFS works in tandem with the Associate Dean for Academic Programs (ADAP), is a member of the senior CBA leadership team, and reports to, and may at times act as the designee of, the Dean. The ADFS will be working with the Office of Faculty Advancement and Office of Research, Innovation, and Economic Development.

In collaboration with the Dean, the ADAP, and various constituencies, the ADFS is responsible for facilitating resource allocation and faculty development activities to further the instructional and scholarly excellence for the College. The ADFS has oversight of processes related to carrying out, reporting on, and evaluating contract research, grants, and other faculty scholarly activities. The ADFS is responsible for the personnel management for the College, including but not limited to Tenured/Tenure Track and Part-time (temporary) faculty recruitment and on-boarding; leave management; Retention, Tenure and/or Promotion process; Part-time (temporary) faculty evaluation; and Faculty Issue Resolution Management.

The ADFS is also responsible in ensuring that CBA definitions and policies related to scholarship are current with AACSB and WASC standards and interacts with the accreditation team in collaboration with other CBA leaders in the various accreditation processes in the college and the university. diversity, inclusion, and equity, increase philanthropic giving, community collaboration and safety.

QUALIFICATIONS

Required

1. Doctorate in Business related discipline from an AACSB accredited university
2. A strong record of accomplishment in the areas of teaching, research, and service that would merit appointment as a Full Professor in one academic area of the College of Business Administration
3. Three years of experience in a leadership position with responsibility for budget and personnel (e.g. department chair, program director or equivalent)
4. Demonstrated experience in the Association to Advance Collegiate School of Business (AACSB) accreditation preparation and review process under the most recent AACSB Standards and/or other accreditation processes (or comparable international accreditation bodies)
5. Experience with faculty recruitment, Retention, Tenure and/or Promotion, and Faculty Annual Review processes
6. Demonstrated experience handling administrative responsibilities in a higher education environment equivalent to department chair level or higher
7. Demonstrated experience handling issues related to student/faculty interactions
8. Experience in mentoring faculty in research and peer-reviewed publications
9. Demonstrated commitment to diversity; and experience in working within an ethnically and culturally diverse academic community
10. Evidence of ability to determine priorities, effectively manage multiple projects, and set and meet deadlines
11. Demonstrated ability to analyze and implement creative solutions to complex problems or challenges
12. Evidence of promoting scholarly excellence through service, mentorship, or similar activities
13. Evidence of advanced interpersonal skills and demonstrated ability to establish, maintain, and model effective working relationships with various constituencies including faculty, students, and staff within and across the university
14. Demonstrated record of high quality written and oral communication for varied audiences
15. Demonstrated ability to work in a shared governance environment or similar organizational setting

Preferred

16. Experience working in a collective bargaining environment

SALARY & BENEFITS

The salary is competitive and is negotiable depending on the strength of qualifications. This is a CSU Management Personnel Plan (MPP) position with an attractive package, which includes but is not limited to: a vacation accrual rate of 16 hours per month; 12 paid holidays; excellent choice of medical, dental and vision insurance, long term disability coverage, life insurance; and retirement benefits.

APPLICATION REVIEW

Applications will be reviewed on a rolling basis, until the position is filled.

For complete job posting and to apply, please visit the Sacramento State jobs website at:

<https://csus.peopleadmin.com/>
Job Opening ID# AS0456P

For questions regarding this search contact:
Employment Services
Phone: 916-278-6326

For more information on the CBA, please visit: **<http://www.csus.edu/cba/>**

Sacramento State is an Affirmative Action/Equal Opportunity Employer.



SACRAMENTO
STATE