Assistant/Associate Dean for Academic Affairs

Augusta University (AU) School of Computer and Cyber Sciences (SCCS) is seeking a dynamic academic leader to serve as the Assistant/Associate Dean for Academic Affairs. This position reports directly to the Dean of the School of Computer and Cyber Sciences and is a key member of the academic leadership team.

THE UNIVERSITY AND THE SCHOOL OF COMPUTER AND CYBER SCIENCES

Founded in 1828 and located in Augusta, Georgia, Augusta University is a public research university and medical center dedicated to training the next generation of innovators, leaders and health care providers. Home to four campuses in Augusta and various satellite locations across Georgia, Augusta University is at the forefront of groundbreaking research focused on improving and enriching the human experience.

The School of Computer and Cyber Sciences was established in 2017 with the mission to provide high-engagement, state-of-the-art technology education and research across its computer science, information technology and cybersecurity disciplines. The School is undergoing an unprecedented transformation, as we are becoming a comprehensive research college, with national prominence, and a leader in cybersecurity education and research. The School offers Bachelor of Science degrees in computer science, information technology, cybersecurity, cyber operations and our newest undergraduate program is in cybersecurity engineering, the first of its kind in the state of Georgia. At the graduate level, we offer a Master of Science degree in Information Security Management as well as a Master of Science degree in Computer Science with a research thesis and course based options. A new Doctor of Philosophy program is planned for 2021. Our enrollment is at an all-time high with over 600 students pursuing undergraduate and graduate degrees.

The School headquarters are located at the Georgia Cyber Center. The Center is nestled along the Savannah River at the University's Riverfront Campus, located in Augusta's growing cybersecurity corridor. The state-owned state-of-the-art cyber center includes a cutting-edge cyber range, a 340-seat auditorium, secure briefing space, incubator space for innovation and entrepreneurship, and classrooms; as well as proximity to industry professionals and innovative start-ups.

POSITION SUMMARY

The Assistant/Associate Dean for Academic Affairs is responsible for providing visionary leadership in strengthening the School's academic programs with the focus on undergraduate, graduate, and multidisciplinary programs, in alignment with the institution's mission statement and strategic plan. As a member of the Dean's leadership team, the Assistant/Associate Dean will be acquainted with all aspects of the School's growth and will represent and advocate all issues of undergraduate, graduate, and multidisciplinary programs, accreditation and program evaluation, and strategic planning associated with the students, and academic programs. The Assistant/Associate Dean works closely with the Associate Dean for Research in guiding the refinements and growth of the graduate programs. The Assistant/Associate Dean works closely and collaboratively with the Office of the Vice Provost for Instruction and the Office of the Vice President for Institutional Effectiveness, and the leadership of other colleges at Augusta University and the Georgia Cyber Center. The Assistant/Associate Dean will be focused on the School's mission of providing a rich intellectual, academic environment for educating students to become leaders in the discovery and dissemination of knowledge and in its application.

RESPONSIBILITIES

The Assistant/Associate Dean for Academic Affairs will work closely with the Associate Dean for Research and the Associate Dean for Partnerships at the School. The Assistant/Associate Dean for Academic Affairs will be responsible for the following:

- Focus on the quality of undergraduate education.
- Lead efforts to promote diversity, equity, and inclusiveness of the undergraduate and graduate communities.
- Develop and lead the School's approach to student success for all undergraduates
- Work closely with Associate Dean for Research, and with the Graduate School, in advancing the School's approach to graduate student success
- Work closely with the School's Undergraduate Courses & Curricula Committee in refining existing programs and establishing new programs.
- Work closely with the Dean for Research and School's Graduate Courses & Curricula Committee in refining existing programs and establishing new programs, in concert with the Graduate School.
- Represent the School in campus-level interactions regarding undergraduate education and lead the enhancement of student climate with an emphasis on mental health and wellness.
- Work closely with faculty and the relevant School and University committees on all accreditation activates with the focus on SACS (Southern Association of Colleges and Schools) accreditation requirements.
- Lead the School in being compliant with the University Policy on Student Learning Outcomes (SLO) and implementing the SLO assessment processes.
- Develop and update policies and procedures relevant to accreditation, including SACS, ABET, and other relevant accreditation and designation bodies.
- Developing strategies and advising the Dean on ways to strengthen existing academic programs while exploring innovative new and multidisciplinary programs.
- Collaborating with the other colleges at the university and Georgia Cyber Center to expand strategically the multi-disciplinary educational opportunities.
- Play a leading role with the recruitment of students, student admissions, and retention.
- Participate in speaking engagements to convey the School programs, initiatives, student accomplishments and benefits to the community and state.
- Assisting in the planning of alumni affairs events, reunions and other programs to enhance connections of alumni and friends with the university and the School.

REQUIRED QUALIFICATIONS

The Assistant/Associate Dean for Academic Affairs position will bring professional maturity and documentation of the following skills and characteristics:

- An earned doctoral degree in computer science/engineering, information systems, or a related discipline
- Seven years minimum full-time experience with a substantial personal record in academic program administration
- Extensive academic experience commensurate with the appointment to the rank of full professor
- Documented leadership skills
- Successful experience with the supervision of staff in a complex organization and the successful management of multiple programs in a higher education setting
- A record of success in establishing and managing academic programs, including multi-disciplinary programs
- Experience and accomplishments in leading accreditation efforts

- Highly developed human relations skills, leading to the ability to work well with staff and volunteers of all levels and from different cultures in the organization
- Strong communication skills: written, oral, public speaking and listening.
- Strong planning and organizational skills, including ability to manage multiple relationships in a highly matrixed organization
- Budget and financial management experience
- Desire and ability to enact change, strong task orientation and high level of energy
- Personal characteristics associated with successful academic professionals, including a vigorous work ethic, sound judgment, impeccable integrity, demonstrated initiative, appropriate professional appearance, attitude and personality to work effectively with colleagues, senior leadership of the University, volunteers and constituents
- Affinity with the overall mission of the University

APPLICATION PROCESS

The Search Committee invites applications, inquiries, and nominations for this position. Applications should be accompanied by a letter of interest, curriculum vitae, and the names and contact details of at least five professional references. Applications and nominations will be accepted until the position is filled and review of applications will begin immediately. Interested candidates are encouraged to submit materials online at [Associate Dean for Academic Affairs](#).

Augusta University, a unit of the University System of Georgia, is an equal opportunity educational institution and is an equal opportunity/affirmative action employer.