



SOUTHWESTERN COLLEGE

Associate Vice President for Academic Affairs for Administration





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Southwestern College (SC), www.sckans.edu, announces a search to fill the newly created position of Associate VPAA for Administration on the College's main campus. The new Assoc VPAA will join a reconfigured academic leadership team, designed to build on the academic strength and creative style of SC's liberal-arts centered program.

Reporting to Southwestern's newly appointed VPAA & Dean of the College, Dr. Ross Peterson-Veatch, and with an expected start date of mid-summer 2017, the new Assoc VPAA will be asked to embrace the mission and identity of SC while coordinating and facilitating critical administrative needs of the main campus academic unit.

Key liaison roles for the Assoc VPAA may include interactions with the office of the registrar, the business and human resource offices, the office of institutional research, the office of Retention & Student Success, the Vice President for main campus Enrollment Management, and the department of information technology in order to provide administrative support for the VPAA. 🏛️

In a marketplace where other small colleges have struggled to find their identities, Southwestern stands apart by offering its students a relational experience in a college that is innovative, relevant, and rooted.

THE MISSION

Southwestern College provides a values-based learning experience that emphasizes intellectual, personal, and spiritual growth. Founded in 1885 by Kansas Methodists and now related to the Great Plains Conference of the United Methodist Church, the college offers bachelor's and graduate degrees on-ground and online. Southwestern College:



- Prepares students for careers and for graduate studies with courses that foster critical thinking and effective communication and are characterized by meaningful professor-student interaction;
- Employs emerging technologies that promote learning;
- Strives to live by and teach a sustainable way of life;
- Provides preparation for a wide range of church-related vocations and involvement;
- Offers programs that embrace prior learning and facilitate career progression for working adults, members of the armed services, and persons in transition; and
- Affords a residential learning experience abundant with co-curricular activities that build social awareness and interpersonal skills and cultivate an ethos of service and leadership. 🏛️



ABOUT THE COLLEGE

Southwestern College comprises two important facets – the main campus in Winfield, Kansas, which continues to appeal mostly to traditional-aged students and, since 1993, the PS program in Wichita, which serves working adults completing their undergraduate or graduate degrees in online classes. Enrollment for 2017-18 is expected to be more than 500 students on the main campus and 700 PS learners.

Main Campus – Southwestern’s 83-acre campus in Winfield provides a beautiful academic setting for students and faculty. Located on a hill overlooking the Walnut River Valley, the campus is notable for an abundance of trees (characteristic of the Winfield area) and its native limestone buildings. In the past 25 years, three capital campaigns have provided dramatic improvements in the college’s facilities, while transforming the core of the Winfield campus.

Southwestern’s United Methodist heritage and its commitment to a culture of a student centered approach and service pervades all campus programs. The college’s commitment to an appreciation of all peoples of diverse cultural, ethnic, gender, and racial backgrounds has developed a student population in which 44.6% self-reported as white, 23.6% as underrepresented, and 6.9% as international. Partnerships with two Wichita inner-city middle schools have led to SC students serving as mentors for the youth, and to summer camps that give the public

school youngsters a taste of life on campus and the realization that higher education is a possibility for them.

SC’s academic divisions include Business, Education, Natural Sciences and Mathematics, Performing Arts, Social Sciences, Computer Science, Communication, and English. Undergraduate students choose from 35 majors and 27 minors.

Nearly all main campus students are involved in extra-curricular activities. The College offers activity grants in athletics, performing arts, communications, science, and service learning. Performing arts groups draw participants from a variety of majors across the campus.

Athletic Conference (KCAC) and participates in football, volleyball, basketball, track & field, cross-country, soccer, softball, baseball, tennis, golf, cheer, and dance.

Professional Studies – Southwestern was one of the first private colleges in the nation to embrace adult students interested in earning a bachelor’s or master’s degree in a non-traditional format. Established in 1993, Professional Studies began offering on-ground courses in Wichita. In 1995, internet courses were added to provide further flexibility and accessibility for busy working adults.

Currently, 17 bachelor’s degree programs are offered. Master’s degrees are offered in five business fields. The Division of Education in Winfield also offers several education programs at both the undergraduate and graduate level through PS. Non-credit training opportunities are also available.

In partnership with corporate, military, community and technical college partners, PS provides an opportunity for students to utilize prior college credit, experience gained through military service, and corporate training programs. A six-week course schedule is conducive to balancing professional and family demands. Faculty facilitate the sharing of knowledge as an integral part of the educational process. Although most PS learners are enrolled in asynchronous online classes, select courses are also offered on-ground in Wichita, Midwest City (OK), Fort Riley, and McConnell Air Force Base. 🏛️





The Leadership Opportunity

Invigorated by the leadership of President Brad Andrews, SC is committed to its rededication to a liberal arts centered education. With many traditional strengths intact, including an accomplished and accessible faculty dedicated to teaching excellence, a commitment to shared governance, and a history of strong faculty leadership, the opportunity for the new Assoc VPAA is uncommonly attractive.

The academic program is poised to thrive under the work of this talented and eager academic facilitator and collaborator. Building more efficient administrative processes among and between academic affairs and student affairs, business affairs, admissions, and athletics, will enrich SC's educational program directly.



The Associate VPAA for Administration will work directly in support of the VPAA in developing a comprehensive agenda for dealing with current and future academic issues, as they arise. Without anticipating all the areas in which he/she will make a difference in the life of SC, it is clear that several specific clusters of responsibility will be central to this new role.

With the guidance of the VPAA/Dean of the College, the Associate VPAA for

Administration will offer critical support for the change at SC through strong communication skills, detailed focus and appreciation of processes and operations of all units of a college campus.



DESIRED ATTRIBUTES OF THE ASSOCIATE VPAA FOR ADMINISTRATION

The successful candidate should possess a combination of personal qualities and professional experiences that will contribute directly to the role he/she will be asked to play at SC. Strong skills and experiences in administrative tasks specific to understanding the complexities of the academic affairs administration on a small residential campus will be critical. Integrity, energy, empathy, a sense of humor, and a keen work ethic will all be important. An advanced degree is preferred.

Experience as an academic in a position, which might include a dean, department or division chair, or program director will all be considered attractive preparation for this assignment. The Assoc VPAA for Administration should also present:

- Effective skills as a facilitator and collaborator across several faculty and administrative areas;
- Demonstrated ability to lead teams in solving complex problems
- Strategic thinking and planning skills that can analyze data in the course of decision making;
- Interpersonal skills necessary to develop and maintain strong working relationships on and off-campus;
- Effective communication skills that include a willingness to listen carefully, while writing and speaking with clarity and inspiration;
- Intercultural competence that exemplifies an appreciation for inclusiveness and diversity in its many forms; and
- A style of leadership that is deliberative, collaborative, and detailed focused, action oriented, and fiscally responsible. 🏛️



The Application Process

The search committee will be accepting nominations and applications on a rolling basis until early June, 2017. For most favorable consideration, applications should be submitted by Friday, June 9, 2017. The Associate VPAA will be invited to begin work as soon as possible after July 1, 2017.

Dr. Thomas B. Courtice is the search consultant assisting with this search. Nominators and prospective candidates may contact him at Tom.Courtice@gmail.com or at 614-395-6631.

Applications should be addressed to :
SouthwesternAVPAAforAd@gmail.com

Materials should include a letter of candidacy that responds to the Agenda and the Desired Attributes detailed in this prospectus, a CV or resume, and the names and addresses of three references, none of whom will be contacted until a later stage of the search and not without the formal permission of the candidate. All inquiries and applications will be received and evaluated in full confidentiality.

Southwestern College is an EEO/AA employer



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