Associate Vice Provost for Institutional Research and Decision Support

Leadership Profile

Greenwood/Asher & Associates, Inc.
Executive Search, Consulting and Training
The opportunity

Virginia Commonwealth University seeks an experienced and accomplished leader to join its team as Associate Vice Provost for Institutional Research and Decision Support. Reporting to the provost, the associate vice provost plays a critical role in organizational decision-making by leading the university’s institutional research and reporting efforts. The leader provides collaborative management of the Office of Institutional Research and Decision Support, currently known as the Office of Planning and Decision Support, and maintains primary oversight of institutional data collection, analysis, maintenance, synthesis and presentation. The leader performs both strategic and project management functions and actively participates in the development and implementation of advanced analytic processes such as predictive modeling. Specific functions include serving as the primary conduit for office project requests and ensuring prompt, accurate and insightful preparation of all reporting material.

The role of the associate vice provost

The AVPIRDS leads the comprehensive institutional research program at VCU and plays an essential role in the development and promotion of the culture of information and use of data and information to inform decision-making and action at the university. The specific responsibilities for this position are to:

- Lead the Office of Institutional Research and Decision Support and support its function in collecting, retaining and utilizing key institutional data
- Analyze quantitative and qualitative data and assist in interpreting the data for presentation to the university community at various levels.
- Design, develop and deliver reports and tools that provide concise, accurate and relevant information at appropriate levels of detail.
- Oversee external and national benchmark reporting activities including, but not limited to, external government organizations, U.S. News & World Report, Princeton Review and IPEDS. In addition, provide data and analysis to support university and program accreditation needs.

VCU: Just the facts

Enrollment (Fall 2017-18)
- Total: 31,036
- Undergraduate: 24,010
- Graduate: 5,283
- Female: 60%
- Male: 40%
- In-state: 86%
- Out-of-state: 14%
- Full-time: 82%
- Part-time: 18%
- Ethnic enrollment: 43%

Student-to-faculty ratio: 18:1

Instructional faculty
- Full-time: 2,338
- Adjunct: 978
- First professionals: 1,743

Sponsored research awards (2017)
- $275 million

Endowment (FY 2016)
- $1,559.87 million

*Source: VCU FactCard 2017-18 and https://www.vcu.edu/about-vcu/

Athletics
VCU "Rams": member of the National Collegiate Athletic Association Division I and competes in the Atlantic 10 Conference; men’s sports: baseball, basketball, cross country, golf, soccer, tennis, track & field; women’s sports: basketball, cross country, field hockey, lacrosse, soccer, tennis, track & field, volleyball.
• Facilitate communication between the office and other relevant university offices and foster relationships with the senior leaders within VCU to enable exchanges of analyses and data
• Ensure the office serves as the central point for disbursing official university data to external parties and as the central contact point for federal and state research and assessment data requests
• Serve on universitywide strategic planning, institutional effectiveness and learning outcomes assessment committees
• Support successful implementation of campus data governance initiatives
• Respond to data, table and reporting requests from university constituencies
• Facilitate the central development of tools, reports and other self-service means to enhance users’ experience and facility with data and information
• Work with provost’s staff and president’s staff to determine campus institutional research and quality improvement priorities
• Support campus strategic planning efforts including performance metrics, action plans and strategies
• Support Office of Budget and other units to ensure successful implementation of a new budgetary model
• Serve as a respected ambassador for the university and contribute to the body of institutional research knowledge through participation in higher education organizations

Qualifications

• Advanced degree, doctoral preferred
• Demonstrated experience working in and fostering a diverse faculty, staff and student environment or commitment to do so as a faculty member at VCU
• Demonstrated understanding of institutional effectiveness
• Significant experience in quantitative research and reporting
• Demonstrated leadership abilities; outstanding oral and written communication skills, with emphasis on public speaking and presentation skills; relationship-building and organizational skills
• Experience managing teams, handling tight deadlines and leading several significant analytic projects simultaneously
• Ability to structure and execute multiple analyses
• Understanding of and adherence to data governance policies and best practices
• Work experience with an enterprise resource planning environment (Banner preferred) and institutional operational data stores and data warehouses
• Ability to exercise professional and scientific judgment and assume responsibility for decisions, consequences and results

Preferred qualifications

• Experience in leading studies on faculty and the academic environment
• Familiarity with RCM models and effective data governance strategies
• Extensive experience with predictive analytics and forecasting models
• Experience with student information systems in an academic setting or agencies for institutional accountability

About Virginia Commonwealth University

Virginia Commonwealth University is a major, urban public research university with national and international rankings in sponsored research. VCU is designated as a Research University with Very High Research Activity by the Carnegie Classification of Institutions of Higher Education.

VCU is recognized as a community-engaged institution by the Carnegie Foundation. Located in downtown Richmond, VCU enrolls more than 31,000 students in 217 degree and certificate programs in the arts, sciences and humanities. Thirty-eight of the programs are unique in Virginia, many of them crossing the disciplines of VCU’s 12 schools (Allied Health Professions, the Arts, Business, Dentistry, Education, Government and Public Affairs, Medicine, Nursing, Pharmacy, Social Work, World Studies, Media and Culture); and two colleges (College of Engineering and the College of Humanities and Sciences). Collectively, these academic programs offer 59 bachelor’s degrees, 69 master’s degrees, 42 doctoral degrees, three first-professional degrees and 44 certificate programs.
The VCU Health brand represents the health sciences schools of VCU, the VCU Massey Cancer Center and the VCU Health System, which comprises VCU Medical Center (the only academic medical center and Level I trauma center in the region), Community Memorial Hospital, Children’s Hospital of Richmond at VCU, MCV Physicians and Virginia Premier Health Plan.

VCU is rooted in a rich history dating to the 1838 founding of the Medical College of Virginia, which now comprises one of the two downtown Richmond campuses. The Monroe Park Campus began as the Richmond School of Social Work and Public Health in 1917. The two campuses merged in 1968 to become VCU, the most comprehensive urban university in the state and one of the most successful research universities in the nation. VCU hospitals and the health sciences schools of the university compose the VCU Medical Center, one of the nation’s leading academic medical centers. VCU’s third campus is located in Doha, Qatar and is a cornerstone of Education City, which is now host to seven other branch campuses of prestigious universities — Weill Cornell Medical College, Texas A&M University, Georgetown University School of Foreign Service, Carnegie-Mellon University, Northwestern University, HEC Paris and University College London.

As an urban institution of higher learning, VCU and its partners have contributed immeasurably to the development of the fabric of the city of Richmond, transforming it into a center of artistic and cultural growth, business development and social services. In consequence, the city and its leadership in business, industry and cultural affairs have given extraordinary support to the university’s growth, complementing the support of the commonwealth. Richmond, the capital of Virginia, is a diverse cultural city, surrounded by historic neighborhoods, parks and the scenic James River.

**The university’s mission**

As the premier urban, public research university in Virginia, VCU’s mission is to advance knowledge and student success through its commitments to:

- An engaged, learner-centered environment that fosters inquiry, discovery and innovation in a global setting
- Research that expands the boundaries of new knowledge and creative expression and promotes translational applications to improve human health
- Interdisciplinary collaborations that bring
new perspectives to complex problems and mobilize creative energies that advance innovation and solve global challenges

• Health care that strives to preserve and restore health for all people, to seek the cause and cure of diseases through groundbreaking research, and to educate those who serve humanity

• Diversity that provides a climate of inclusion, a dedication to addressing disparities wherever they exist and an opportunity to explore and create in an environment of trust

• Sustainable, university-community partnerships that enhance the educational, economic and cultural vitality of the communities VCU serves in Virginia and around the world

**Vision**

VCU will be a premier urban, public research university distinguished by its commitment to:

• The intellectual and academic success of a diverse student body

• Research and discovery that advances knowledge, inspires creativity and improves human health

• The global engagement of students, faculty and staff that transforms lives and communities

**Core Values**

• **Accountability**: committing to the efficient and transparent stewardship of our resources to achieve institutional excellence

• **Achievement**: ensuring distinction in learning, research and scholarly pursuits, service, and patient care

• **Collaboration**: fostering collegiality and cooperation to advance learning, entrepreneurship and inquiry

• **Freedom**: striving for intellectual truth with responsibility and civility, respecting the dignity of all individuals

• **Innovation**: cultivating discovery, creativity, originality, inventiveness and talent

• **Service**: engaging in the application of learning and discovery to improve the human condition and support the public good at home and abroad

• **Diversity**: ensuring a climate of trust, honesty and integrity where all people are valued and differences are recognized as an asset

• **Integrity**: adhering to the highest standards of honesty, respect and professional and scholarly ethics

**Strategic plan — Quest for Distinction**

VCU is in the final year of its six-year strategic plan — Quest for Distinction. The plan guides the university forward in the areas of student success, faculty and staff excellence, research and innovation, community impact, and resource accountability. Central to the plan is innovation and carefully monitored metrics to provide a “dashboard” that graphically depicts the university’s national impact.
Accreditation

Virginia Commonwealth University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's, doctoral and first professional degrees. For more information, visit the SACS website via https://sacs.vcu.edu.

The provost and vice president for academic affairs

- Gail Hackett, Ph.D., was named VCU’s provost and vice president for academic affairs on March 1, 2015. She previously served as provost and executive vice chancellor at the University of Missouri, Kansas City, a position she held since 2008.
- At UMKC, Hackett led the strategic planning committee that created and developed the university’s 10-year strategic plan, guiding academic strategic plans and a new campus master plan that emphasized research, student success and diversity. She also chaired the university budget committee, which resulted in UMKC implementing a new responsibility-based budget model. Under Hackett’s leadership, UMKC significantly increased quality program and course offerings through online and distance learning.
- Hackett served in several administrative positions during a 20-year career at Arizona State University, including university vice provost and founding dean of University College. Hackett also held faculty positions at the University of California, Santa Barbara, and The Ohio State University. A prolific scholar and teacher, Hackett has published more than 70 peer-reviewed articles.
- She has chaired 25 dissertation and thesis committees. In addition to serving as associate editor for the Journal of Counseling Psychology (1993-99), Hackett has served on the editorial boards for The Counseling Psychologist, Journal of Counseling and Development, Journal of Vocational Behavior, and Counselor Education and Supervision. She has received numerous awards throughout her career including the Outstanding Achievement Award of the Arizona State University Commission on the Status of Women; the Women of Color Psychologies Publication Award of the Association for Women in Psychology; and the Counseling Research Award of the American Educational Research Association.
- She is a fellow of the Western Psychological Association, the American Association of Applied and Preventive Psychology, the Society for the Psychology of Women and the Society of Counseling Psychology of the American Psychological Association, and the American Psychological Society.
- Hackett holds an academic appointment as professor of psychology in the College of Humanities and Sciences. She received a Ph.D. in Counseling Psychology, a Master of Education in Counseling and a bachelor’s degree in psychology from The Pennsylvania State University.
Office of Institutional Research and Decision Support mission statement

The mission of the Office of Institutional Research and Decision Support is to compile, maintain and analyze institutional and other data to support the operation, decision-making and planning functions at Virginia Commonwealth University.

The community – Richmond, Virginia

The Richmond region is a vibrant and growing community with nearly 1.3 million people, gaining 30 net new people daily. The stable and diverse economy includes eight Fortune 500 headquarters, ranking second for the total number of firms compared to our peer cities. Richmond’s long-standing and affordable corporate tax rate of 6 percent hasn’t changed since 1972. For more information on the city of Richmond, please visit:

- http://www.visitrichmondva.com

Salary

The salary is competitive and commensurate with qualifications and experience.

Applicant review

Confidential applications and nominations will be accepted until the position is filled. Candidate screening will begin immediately. For best consideration, applications and nominations should be provided by June 2, 2018.
How to apply

Inquiries, nominations and applications are invited. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Greenwood/Asher & Associates, Inc. is assisting VCU in this search. Initial screening of applications will begin immediately and will continue until an appointment is made. Submission of materials as PDF attachments is strongly encouraged. Confidential inquiries, nominations and application materials should be directed to Greenwood/Asher. Basic personal and demographic information must also be submitted to VCU’s job site via https://www.vcujobs.com/postings/78548
Application materials and nominations should be directed to:

Greenwood/Asher & Associates, Inc.
Jan Greenwood and Betty Turner Asher, Partners
Patricia Gibbs, Executive Search Consultant
42 Business Centre Drive, Suite 206
Miramar Beach, Florida 32550
Phone: 850-650-2277 / Fax: 850-650-2272
Email: bettyasher@greenwoodsearch.com
Email: patriciagibbs@greenwoodsearch.com

For more information about Virginia Commonwealth University, please visit:
http://www.vcu.edu

Virginia Commonwealth University is an equal opportunity/affirmative action institution providing access to education and employment without regard to race, color, religion, national origin, age, sex, political affiliation, veteran status, genetic information, sexual orientation, gender identity, gender expression or disability.