

Inviting Applications and Nominations

Associate Vice President for Institutional Research and Effectiveness

ALBANY STATE UNIVERSITY



Albany State University, one of the country's largest HBCU institutions and the largest in Georgia, seeks a qualified candidate to serve as **ASSOCIATE VICE PRESIDENT FOR INSTITUTIONAL**

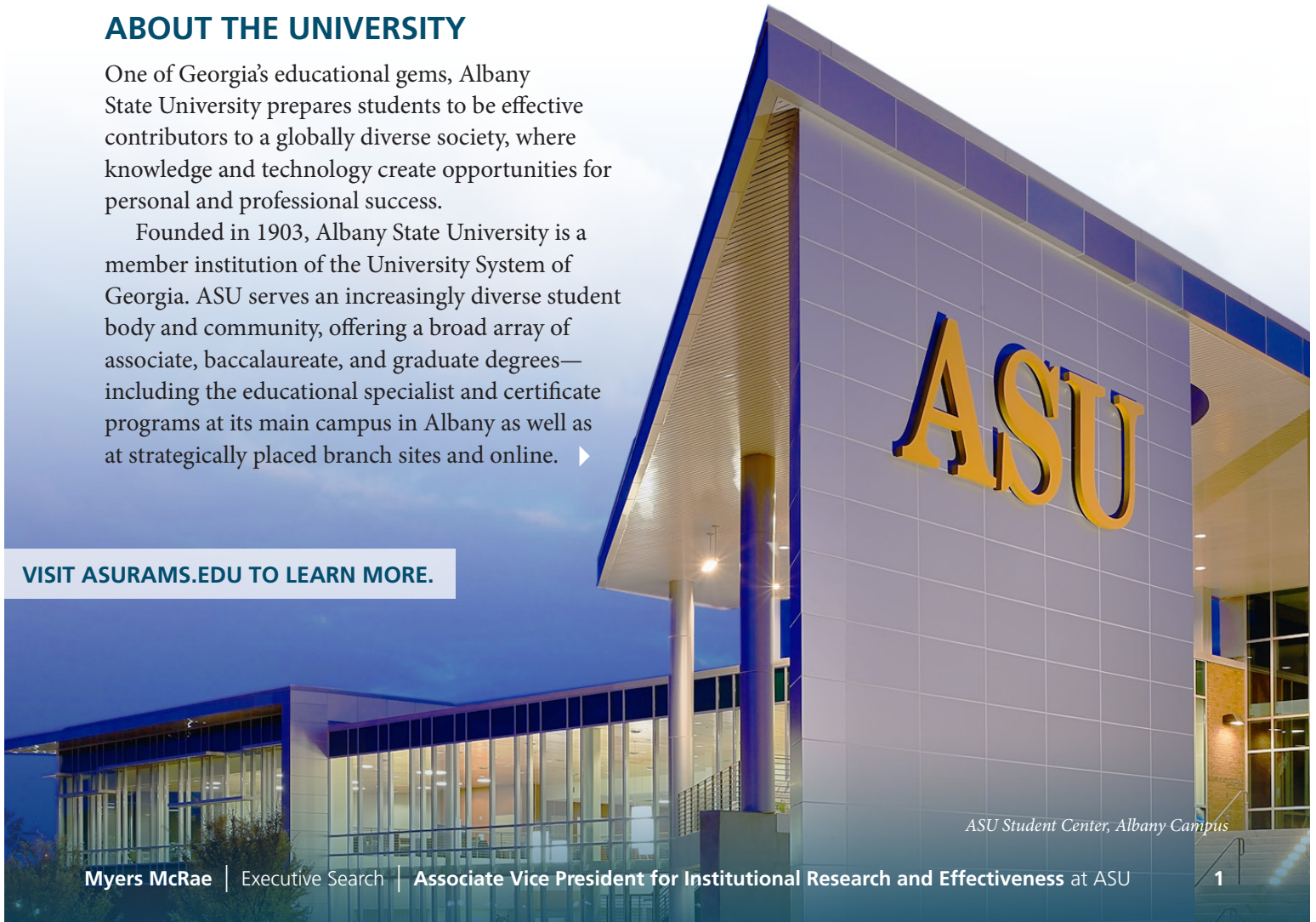
RESEARCH AND EFFECTIVENESS. This data-driven professional knows and understands the nature and purpose for Institutional Effectiveness in public higher education and engages in ongoing self-evaluation of the University in order to measure achievements and outcomes as they relate to ASU's mission. This position reports directly to the Provost and Vice President of Academic Affairs. *The preferred start date is November 1, 2021.*

ABOUT THE UNIVERSITY

One of Georgia's educational gems, Albany State University prepares students to be effective contributors to a globally diverse society, where knowledge and technology create opportunities for personal and professional success.

Founded in 1903, Albany State University is a member institution of the University System of Georgia. ASU serves an increasingly diverse student body and community, offering a broad array of associate, baccalaureate, and graduate degrees—including the educational specialist and certificate programs at its main campus in Albany as well as at strategically placed branch sites and online. ▶

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ASU Student Center, Albany Campus

Albany State University respects and builds on the historical roots of its institutional predecessors with its commitment to access and a strong liberal arts heritage that respects diversity in all its forms and gives students the foundation they need to succeed.

ASU offers the Golden RAM Guarantee, which is the University's promise to remain committed to ensuring academic excellence and student success. ASU offers 30 baccalaureate, 12 graduate, and 14 associate degrees; and 13 certificates across 60 programs.

As one of the nation's top Historically Black Colleges and Universities, the University's mission focuses on access, equality, and diversity, ensuring all students have an opportunity to pursue a degree.

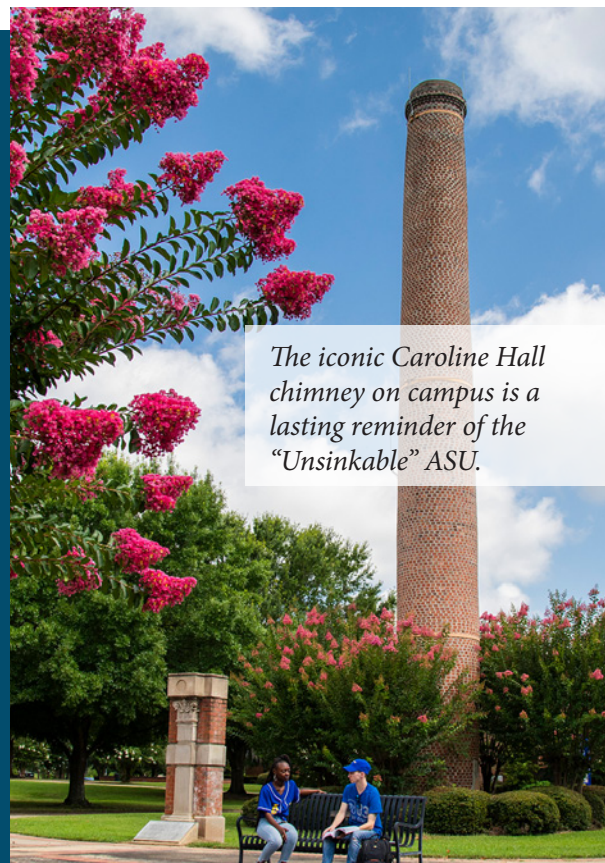
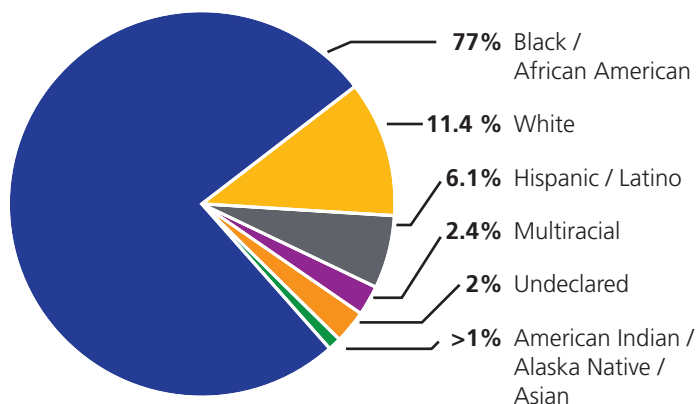
Home to 6,509 students (FTE 5,676), the ASU student body consists of both traditional and non-traditional students. More than 23% of students are first-generation college students (i.e., neither parent completed a four-year college or university degree), and more than 80% receive some form of financial aid with 55% receiving the Pell Grant.

Approximately 28% of the student population reside on campus, and the remainder (72%) are commuters. Undergraduate students account for 94% of the enrollment, and graduate students account for 6%.

The University's demographic make-up includes 72% female, 27% male and 17% over 25 years of age.

First-year students (i.e., those with 0-29 earned hours) account for 40% of the total enrollment, and sophomore students (i.e., those with 30-59 earned hours) account for 24% of the total enrollment. ►

ALBANY STATE UNIVERSITY DIVERSITY PROFILE



The iconic Caroline Hall chimney on campus is a lasting reminder of the "Unsinkable" ASU.

Notable Facts about the University

- Albany State is the largest HBCU in the state of Georgia and one of the largest in the United States.
- Albany State played a significant role in the Civil Rights Movement in the early 1960s. Many students from the institution, Black improvement organizations, and representatives from the Student Nonviolent Coordinating Committee (SNCC) came together to create the Albany Movement. The movement brought prominent civil rights leaders to the town, including Martin Luther King Jr., and resulted in the arrests of more than 1,000 black protestors. Among the very first to be arrested were students from Albany State.
- The most popular undergraduate degrees at Albany State University are Science (AS), Health and Human Performance (BS), Nursing (AS), Biology (BS), and Management (BS).

Campuses

- Albany State University East campus (Main) is located at 504 College Drive, 206 acres east of the Flint River. It has 32 buildings and 5 sport facilities.
- Albany State University West campus is located at 2400 Gillionville Road, on 186 acres in West Albany. It has 16 buildings and five sport facilities.
- ASU also has a center in Cordele, Georgia, and provides specific courses at sites in Cairo and Waycross, Georgia.



The most popular majors are in the health professions and related fields, criminal justice, biology and related fields, business, management, marketing, psychology, and education.

ASU boasts more than 40 clubs and organizations including bands, choirs, religious groups, honor societies, several major Greek and honor sororities and fraternities, and ROTC on campus. Students have plenty of opportunities for community service, recreation, professional development, and more.

The University fields a total of 4 men's and 7 women's NCAA Division II intercollegiate sports and is a member of the Southern Intercollegiate Athletic Conference (SIAC). The Golden Rams have won several regional and national athletic championships. Albany State University participates in the following sports: football, basketball, baseball, cheerleading, women's soccer, tennis, softball, volleyball, and track and field. Additionally, in 2019 ASU's women soccer team began competing in the Peach Belt Conference.

THE OPPORTUNITY

The Associate Vice President for Institutional Research and Effectiveness (Associate Vice President) is responsible for:

- assessment planning and implementation of research projects, academic and administrative;
- reporting and analysis of institutional data for both internal and external audiences;
- monitoring institutional assessment measures, and
- ensuring compliance with state and federally determined performance metrics.

The Associate Vice President assists with strategic planning efforts for all departments and/or divisions and reviews annual strategic plan updates and



performance results. The administrative officer also serves as the institutional accreditation liaison to SACSCOC.

The Associate Vice President's direct reports support the Office of Institutional Research and Effectiveness (OIRE) and the entire campus operation in efforts to provide improved services to the student body and the public.

An important goal of OIRE is turning data into information for the University community as its members work toward continual improvement.

The Associate Vice President for Institutional Research and Effectiveness is expected to work cooperatively with key campus administrators to ensure access to accurate data for these efforts. The OIRE includes a Director of the QEP, Director of Assessment, and Director of Institutional Research in addition to two data retrieval/data analysis experts and two office support personnel.

MAJOR RESPONSIBILITIES

- Provide leadership for the Office of Institutional Research and Effectiveness, which provides a variety of institutional data used in supporting executive decision making.
- Provide the President, Provost, senior administrators, and Deans with timely data/data analysis as the University strives to continue to provide academically strong and attractive program options.
- Support all University constituencies by maintaining appropriate data management protocols.
- Lead the Data Management Advisory Council in monitoring data-quality issues and in providing for the procurement and maintenance of state-of-the-art reporting capabilities campus wide. ►



- Ensure that the University meets its statutory and voluntary reporting requirements in an accurate and timely fashion.
- Support the work of Student Services and Enrollment Management in conducting research designed to support enrollment growth and student satisfaction.
- Establish strong and productive partnerships with key administrative units on campus including but not limited to Information Technology, Human Resources, and Development.
- Establish and maintain an ongoing program of professional development activity for OIRE staff that ensures that the Office remains abreast of current trends, best practices, and new developments in data management and reporting.
- Establish and maintain an ongoing program of professional development for faculty, staff, and administration in the capabilities and use of data management programs.
- Support all campus units in ongoing program and institutional accreditation compliance efforts.
- Perform other duties as assigned.

QUALIFICATIONS

- Master's degree (Doctorate preferred) in a relevant discipline and a minimum of 10 years of professional job-related experience in higher education, business, or government
- Excellent communication skills
- Advanced experience in data management, trend analysis, and predictive modeling; knowledge of quantitative and qualitative research methods

- Ability to present detailed and complex data in formats appropriate to various audiences
- Advanced proficiency with spreadsheet and word-processing software and in use of statistical packages (SPSS, SAS, Minitab, STATA, R, etc.; SPSS and Minitab preferred)
- Ability to value diversity of thought and habit and to form effective professional working groups with individuals of varied ethnic, racial, social, or gender identity backgrounds
- Supervisory experience

EMPLOYEE EXPECTATIONS

All employees are expected to demonstrate an understanding of and commitment to the University's core values of teamwork and collaboration, dependability, initiative, problem solving, and clear communication. University employees are expected to demonstrate good interpersonal and communication skills with all members of the campus community. They will strive to maintain integrity, effectiveness, and efficiency by upholding customer service throughout all levels of performance.

ASU employees may work closely with individuals of diverse backgrounds and race, as well as those of differing religious affiliations, sexual orientation, and gender. They are expected to treat individuals with respect and uphold an environment that is free of prejudicial, discriminatory, or harassing conduct.

Safeguarding confidential, personal data and/or records of employees, students, customers, and other related constituents is the responsibility of all University employees. It is the duty of all members of the ASU community to take part in the maintenance of a safe campus.

EMPLOYEE BENEFITS

Albany State University is a fully accredited senior unit of the University System of Georgia. Employees receive benefits provided by the University System of Georgia, including, but not limited to, medical and major medical insurance, group life insurance, participation in the Georgia Teachers' Retirement System, optional retirement plan (Faculty and exempt employees only), Social Security, and tuition assistance program after six months of employment.



Albany, Georgia

Incorporated in 1838, Albany is beautifully positioned on the banks of the Flint River. More than 70,000 people call Albany home. It is the hub of Southwest Georgia for culture, shopping, education, healthcare, and recreation.

Exceptional healthcare is available on two campuses of Phoebe Putney Memorial Hospital, which was included on *Georgia Trend's* 2014 list of top teaching hospitals.

Families have the opportunity to educate their children in public or private schools. The Dougherty County School System operates 14 elementary schools, five middle schools, three high schools, and six other learning centers.

Popular attractions include the Riverfront Walk that features the Ray Charles Plaza, a tribute to the Albany native and creator of "Georgia on My Mind"; the historic Bridge House; the Municipal Auditorium; Flint RiverQuarium; Chehaw Park, a nature preserve and wild-animal park spanning 800 acres; Thronteaska Heritage Center; the Albany Museum of Art; the Albany Civil Rights Institute; and Radium Springs Gardens, which showcases Georgia's largest natural spring.



APPLICATION & NOMINATION PROCESS

Confidential applications/inquiries are welcomed, and nominations are invited.

Applications

- 1) Application packet must include:
 - a) A letter of interest that addresses the responsibilities and qualifications of the position
 - b) Current resume *or* curriculum vitae
 - c) At least four references with full contact information including e-mails (References will not be contacted without consent from applicant.)

- 2) Submit application packet (preferably as PDFs) to:

ASU21@myersmcrae.com

Additional information will be requested upon receipt of application.

For best consideration, submit application by September 16.

Applications will be accepted until the position is filled.

Nominations

Submit nominations to:

ASU21-nominate@myersmcrae.com

with complete contact and e-mail information for the individual being nominated.

Kenny Daugherty, President of **Myers McRae Executive Search and Consulting**, is assisting Albany State University with this search.



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