



RHODE ISLAND COLLEGE



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Inviting Applications and Nominations for

Assistant Vice Provost for Adult and Online Education



*Rhode Island College, a leading, regional college with vibrant programs in the arts and sciences, education and professional programs, seeks a dynamic, innovative, and experienced leader to serve as **Assistant Vice Provost for Adult and Online Education**. Reporting to the Provost and Vice President for Academic Affairs, this administrator will be responsible for development and implementation of the College's strategic plan for adult and online education.*

TOP 10

Best Regional
Public Universities
in New England and
#2 in New England
for Social Mobility

U.S. News and World Report, 2021



ABOUT THE COLLEGE

Rhode Island College is a highly respected post-secondary education institution dedicated to preparing students through rigorous academic programs, thoughtful service, and enriching opportunities. As Rhode Island's first institution of public higher education, the College has grown from its origins in teacher preparation to becoming a leading regional comprehensive college, with particular strengths in nursing, teacher preparation, social work, business, science, technology, mathematics, and liberal arts disciplines. In the Spring of 2022 Rhode Island College became the first institution of higher education in Rhode Island to earn federal Hispanic Serving Institution (HSI) status. Dr. Frank D. Sánchez has served as president of RIC since 2016.

Nearly 90 majors and programs at the undergraduate and graduate levels are offered through its five distinct academic schools: the Faculty of Arts and Sciences, the Feinstein School of Education and Human Development, the School of Business, the Zvart Onanian School of Nursing, and the School of Social Work. These units are complemented by the School of Graduate Studies, which puts career advancement within reach for students pursuing certificates of

graduate study or programs at the master's and doctoral level. Building upon RIC's commitment to community education and workforce development, the Office of Professional Studies and Continuing Education supports students who seek to enrich their knowledge and skills through continuing education programs.

With an enrollment of more than 6,000 undergraduate, graduate, and doctoral students, the College student body is 71 percent female and 38 percent students of color, and more than 46 percent of the undergraduates are first-generation college students. Eighty-five percent of the student body resides in-state.

RIC has 297 full-time faculty, 301 adjunct faculty, and 505 staff members, and an annual budget of more than \$119 million. With an average class size of 18 students and a 13:1 student-to-faculty ratio, the College has a friendly, close-knit community that results in lifelong friendships and mentors.

Students have the opportunity to participate in research and internships to advance their learning and goals. Study-abroad and domestic study-away programs allow students to pursue their education in

different institutions and settings for a semester, year, summer, or during the short January term.

One of RIC's key initiatives is to provide a high-quality student experience. The College is investing more than \$310 million in facility and infrastructure improvements over a five-year period.

The College also is committed to building community, equity, diversity, and cultural competency for its faculty, staff, students, and the regional community. Inclusive excellence is one of the five pillars of the College's strategic plan, "Affirming our Strength and Building our Future," along with learning innovation, student success, community partnerships, and institutional effectiveness.

A member of the Little East Conference, the RIC Athletics programs are NCAA Division III with 12 varsity teams for women and 9 for men. The College also offers Club Sports.

Our Mission

As a leading regional public college, Rhode Island College personalizes higher education of the finest quality for undergraduate and graduate students. We offer vibrant programs in arts and sciences, business, and professional disciplines within a supportive, respectful, and diverse community. Dedicated faculty engage students in learning, research, and career attainment, and our innovative curricula and co-curricula foster intellectual curiosity and prepare an educated citizenry for responsible leadership.

Our Vision

Rhode Island College will be recognized as an outstanding institution of higher education that is valued for high-impact programs and educational practices that prepare Rhode Island's diverse population; for meaningful learning experiences that foster student retention and completion and support professional development; and for its partnerships that strengthen undergraduate, graduate, and co-curricular programs. The College will be known for the expertise and leadership of its faculty, students, and alumni; for its adaptability to the changing social and economic environment; and for its collective impact on Rhode Island's economy and culture.

Our Values

Excellence and Innovation

RIC will continue to foster a high-quality educational environment with rigorous academic programs, talented faculty, and a strong support system for academic success. This is complemented by our proven talent, foresight, and reputation for responding to emerging issues.

Access and Opportunity

Education experience to prepare students from all walks of life. We are committed to providing the supports necessary to assure that students have the knowledge and skills to succeed in, and contribute to, our global society.



RHODE ISLAND COLLEGE IS THE LARGEST producer of teachers in the state and is a primary source of health care professionals: nurses, medical imaging staff, social workers, and counselors.



THE OPPORTUNITY

The Division of Academic Affairs boldly focuses on the success of RIC students. One of the needs of its students is for flexible and convenient courses of study. More than 22 percent of undergraduate students and 80 percent of graduate students are age 25 and older. Many of these students juggle their academic obligations with other responsibilities. A significant percentage of students cares for dependents and/or works at least 21 hours a week off campus for pay.

While the College offers online and hybrid classes, it does not offer online degree or certificate programs that support flexible learning in a systematic fashion. RIC's current strategic plan seeks to address this growing student academic need.

The Assistant Vice Provost for Adult and Online Education is a new administrative position that will work closely with the Provost and academic deans to establish and implement the strategic direction and administrative support systems for adult learning and online programs in alignment with the College's academic plan. The AVP will provide leadership to facilitate the growth of existing programs, the development of new programs, and the enhancement of student services for adult and online learners with special attention to equity, social mobility, and workforce development.

The AVP will work closely with Enrollment Management, Marketing and Communications, and the Dean of Graduate Studies to promote adult, graduate, and online programs. This administrator will collaborate with the Faculty Center for Teaching and Learning, the Office of Information Technology, the Records Office, the Bursar, Financial Aid, and Student Success to ensure quality delivery of programs and services for adult and online learners.

Essential Job Functions

- Collaborate with academic and administrative leaders to support the development and implementation of a strategic plan for online and hybrid programs for adult learners seeking certificates and undergraduate and graduate degree programs.
- Develop a recruitment strategy for adult and graduate student populations.
- Using workforce development data, work with academic leadership to recommend program development for adult learners.
- Ensure the College's online programs comply with federal and state regulations including National State Authorization Reciprocity Agreement (NC-SARA), the New England Commission on Higher Education (NECHE), and the Americans with Disabilities Act (ADA).
- Support the professional development of student support and operational offices in serving adult and online populations.
- Use data for enrollment planning, budget development and forecasting, assessment and continual improvement, and decision making, planning, and reporting.
- Provide senior-level support for college-level initiatives, as requested, and serve on assigned internal and external committees and task forces.
- Perform other duties and responsibilities as assigned by the Provost and Vice President for Academic Affairs.

Qualifications

- A master's degree is required; a doctoral degree is preferred.
- A minimum of five years of experience in planning and administration of online and distance education initiatives in a university or college setting is required.
- All applicants and employees are required to be able to perform the essential functions of the job, and the College and will explore reasonable accommodations for individuals with disabilities.

Skills, Knowledge, and Abilities

- Demonstrated commitment to inclusive excellence with experience serving adult populations
- Demonstrated success in working with academic leaders and faculty to develop and implement adult and online programs
- Knowledge of and experience with technologies and best practices in adult and online education
- Experience recruiting adult students and online student populations
- Competence using data to evaluate and assess programs and services for continual improvement
- Ability to identify complex system challenges and work collaboratively with others to resolve them
- Excellent communication skills, including the ability to listen effectively, build consensus, and work with others to solve problems
- A proven record of implementing online programs with special attention to serving the adult and graduate student populations
- Knowledge of adult and online recruitment strategies and best practices for adult learners
- Proficiency with data and technology systems



Helen Tate, Ph.D. Provost and Vice President for Academic Affairs

Dr. Helen Tate joined Rhode Island College as Provost and Vice President for Academic Affairs in July 2020. She brings two decades of experience in higher education administration to the senior academic leadership position.

Prior to her appointment, Dr. Tate was Provost and Executive Vice President at Wingate University in North Carolina. During her tenure, she worked with faculty to develop a university-wide shared governance

model; secured grant funding for faculty professional development to improve outcomes for underserved students; developed an on-going program review process; and scaled academic services for a 17 percent increase in enrollment over three years.

Previously, Dr. Tate served as the Associate Vice President for Academic Affairs and Professor of Communication at Georgia Southwestern State University in Americus, Georgia. She was responsible for student support and success initiatives and international programs and partnerships. With a strong commitment to student success, Dr. Tate improved first-year retention by 12 percent while increasing the credit hours successfully completed by first-year students significantly. She also implemented Windows-to-the-World, a university-wide global learning initiative, and developed a study abroad partnership with the Henan Association of International Exchange.

As a professor at Columbia College in South Carolina, she was recognized as a South Carolina Governor's Distinguished Professor and has been recognized by both students and her peers with several teaching awards.

She earned her Ph.D. in speech communication from Indiana University and her M.A. and B.A. degrees in speech communication from Idaho State University. She is an active member of the National Communication Association.



Providence, Rhode Island

The College is based in the vibrant capital city of Providence, which has a population of approximately 180,000 residents. Rich in diversity, culture, and history, Providence has been ranked as one of the “hippest cities” in the U.S. and has a growing and diverse high-tech economy.

The area offers an exciting variety of cultural, entertainment, and recreational venues. The RISD Museum of Art has more than 80,000 works of art,

and the Roger Williams Park Zoo is considered one of the finest zoos in New England. Broadway shows and plays, museums, parks, festivals, over 700 restaurants, and more than a hundred public and private beaches are only a sampling of what this great city and state offer residents and visitors.

Weekday and weekend excursions to major cities are within easy reach. The city is an hour from Boston and three hours from New York City.

Application & Nomination Process

Confidential inquiries are welcomed, and nominations are invited.

Applications

- 1) Application packet must include:
 - a) A letter of interest
 - b) Current curriculum vitae or résumé
 - 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 RIC-AVProvost@myersmcrae.com. Review of applications begins immediately.** The search will remain open until the position is filled. Additional information will be requested upon receipt of application.

Nominations

Submit nominations to:

RIC-AVProvost-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 Rhode Island College with this search. Request a conversation regarding this search at kennydaugherty@myersmcrae.com.



As an Affirmative Action/Equal Opportunity institution which values and is committed to inclusion and expanding the diversity of its faculty and staff, the College invites members of protected classes, including minorities and persons with disabilities, to identify themselves as such at the time of application.