



# College of Nursing

UNIVERSITY OF CENTRAL FLORIDA

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*Architectural concept rendering of the new College of Nursing building, Lake Nona*

*Inviting Applications and Nominations for*

## Assistant/Associate Dean for Academic Affairs





The **College of Nursing at the University of Central Florida (UCF)**, a next-generation public research institution located in Orlando, Florida, invites applications for a 12-month position as the **Assistant/Associate Dean for Academic Affairs**. This position will be located on the UCF main campus and is expected to begin in Summer 2024. The position will relocate to the UCF Lake Nona campus following completion of a new facility in Fall 2025.



*Architectural concept rendering of the new College of Nursing building, Lake Nona*

## ABOUT THE UNIVERSITY

Founded in 1963 to fuel the region's talent pipeline and support the growing U.S. space program, the University of Central Florida was built to provide a better future for students and residents of Central Florida. In 2023, UCF was ranked by U.S. News & World Report as one of the nation's top 20 most innovative colleges. In addition, Forbes, Kiplinger, and The Princeton Review have ranked UCF as a Best-Value university. The University of Central Florida is also one of 14 universities nationwide designated as both a Hispanic-Serving Institution and a Research 1 university.

With 13 colleges, including a fully accredited College of Medicine, UCF offers more than 240-degree programs between its main campus, downtown campus, hospitality campus, academic health sciences campus, and 11 UCF Connect centers located throughout the region. In addition, UCF extends its reach to communities in and beyond Central Florida by offering complete online programs leading to bachelor's degrees, master's degrees, Ph.D.'s., certificates, and more.

As a next-generation public research institution, UCF offers an inclusive community of thinkers, doers, creators, innovators, healers, and leaders striving to shape the future and solve the world's most challenging problems. Those who join the Knight Nation become an integral part of the mission to become a university for the future. The College of Nursing provides opportunities to connect and collaborate with uniquely talented faculty, staff, and students across 13 colleges and multiple campuses and regional locations.

### **The UCF College of Nursing**

Since 1979, the UCF College of Nursing has been leading the charge in educating the next generation of nurses. The college is consistently ranked by U.S. News and World Report as one of the best and most innovative schools of nursing in the nation. The College of Nursing is fully accredited by the Commission of Collegiate Nursing Education (CCNE) and offers online and on-campus degree programs at the bachelor's, master's, and doctoral levels.

With 14,000 Knight nurses and more than 70 nationally recognized faculty experts, the College of Nursing is ensuring a healthy future for all by providing excellence in patient care, making decisions to improve health care quality and access, and innovating nursing education and practice with ground-breaking discoveries. Through nationally recognized faculty, innovative research, evidence-based practice and community service, the UCF College of Nursing prepares nurse leaders to meet the world's ever-changing health care needs.

The UCF College of Nursing is in pursuit of excellence in education, research, and practice. In its four-decade long history, the College of Nursing has remained committed to developing future nurse leaders and innovative programs for an ever-evolving health care industry.



# College of Nursing

UNIVERSITY OF CENTRAL FLORIDA

## Our Mission

*To develop learners to practice, lead, and generate knowledge in nursing to achieve optimal health outcomes.*

## Our Vision

*To lead the charge in transforming global health through innovative education, research, and practice.*



## THE OPPORTUNITY

### **The College of Nursing at the University of Central Florida**

invites applications for a 12-month position as the Assistant/Associate Dean for Academic Affairs. The position will be located on the UCF Main campus and is expected to begin Summer 2024

The Assistant/Associate Dean for Academic Affairs is a 12-month appointment that provides support for the day-to-day operations of the College of Nursing (CON) related to academic affairs, including curriculum development, catalogs and handbooks, accreditation and seven-year program review, program

evaluation activities, inter-professional education and practice, institutional effectiveness related to academic programs, Florida Board of Governors requests/reports, faculty credentialing, and continuing education.

The Assistant/Associate Dean for Academic Affairs works in close collaboration with the Associate Dean for Simulation and Immersive Learning and serves as a liaison for the CON to other units across the university, as well as clinical agencies. The Assistant/Associate Dean for Academic Affairs supervises the Data Analyst position of the College of Nursing.

## Responsibilities

### Assessment

- Provides leadership for annual Institutional Effectiveness assessment of CON academic programs
- Provides leadership to CON annual program evaluation for components of curriculum and program outcomes
- Completes accreditation reports for components of curriculum and student-specific program outcomes
- Provides leadership in the seven-year academic program review for all CON academic programs

### Academic Program Oversight

- Serves as the liaison to Academic Program Quality Office
- Coordinates reporting to the university for compliance with institutional accreditation requirements
- Provides leadership in development, implementation, and evaluation and reporting of program curriculum in congruence with accreditation standards.
- Provides leadership in implementation of the revised AACN Essentials and NONPF Competencies
- Serves as ex-officio member to CON curriculum and admission, progression, and graduation (APG) committees

- Provides leadership to course and program evaluation process, from coordination of surveys to reporting data and implementing changes
- Collaborates with the Data Analyst for develop processes for data collection, analysis, and reporting
- Coordinates processes for intra/interprofessional education and practice experiences across the curriculum
- Coordinates regular meetings of clinical advisory boards across the three campuses.
- Serves as a liaison to the Academic Health Sciences Center for issues related to educational activities
- Serves as a liaison to the University for experiential and service learning
- Facilitates approval of curriculum changes and new program development through the university system
- Manages the process for offering continuing education credits through the CON

### Student Affairs

- Facilitates undergraduate tuition waivers
- Facilitates process for certificates of participation for graduate student preceptors
- Serves as a liaison to student transfer credit evaluation perceptive content
- Serves as a liaison to CON curriculum committees and catalogue updates/system sign off
- Coordinates regular updates of CON handbooks (in collaboration with department chairs)



## Minimum Qualifications

- An earned doctorate in nursing or a related field from an accredited institution
- An earned master's degree in nursing from an accredited institution (if doctoral degree is not in nursing)
- Experience in a non-tenured faculty position (Assistant Dean) or tenured associate or full professor (Associate Dean) position
- Experience teaching in baccalaureate and/or higher education nursing degree programs
- Demonstrated evidence of leadership in an academic organization
- Strong attention to detail and the ability to manage and follow-up on multiple projects simultaneously
- Unencumbered RN license. Florida licensure expected by date of hire, with upgrade to multi-status within the first semester of contract

## Preferred Qualifications

- Experience in an administrative role
- Demonstrated ability to collaborate across colleges and institutions
- Experience in curriculum development and evaluation
- Experience in accreditation and/or program evaluation
- Experience in school/college level nursing program administration (e.g., program director, track coordinator)
- Leadership experience in a complex academic organization
- Certified Nurse Educator (CNE) or similar certification



## Additional Requirements related to Research Positions

Pursuant to Florida State Statute 1010.35, prior to offering employment to certain individuals in research-related positions, UCF is required to conduct additional screening. Applicants subject to additional screening include any citizen of a foreign country who is not a permanent resident of the U.S., or who is a citizen or permanent resident but is affiliated

with or has had at least one year of higher education, employment, or training in China, Cuba, Iran, Russia, North Korea, Syria, or Venezuela.

The additional screening requirements only apply to employment in research-related positions, including, but not limited to faculty positions (including employed visiting positions), graduate positions, individuals compensated by research grants or contract funds, postdoctoral scholar positions, and undergraduate positions.

## Mary Lou Sole, Ph.D. Dean of College of Nursing, Orlando

A certified critical care clinical nurse specialist, Dr. Mary Lou Sole has focused her research over the past three decades on preventing complications and improving outcomes of critically ill patients who are placed on a ventilator. Her work, which has been awarded more than \$4 million in funding to-date, has been published in more than 100 peer-reviewed publications and presented at conferences throughout the world and has influenced the standard of nursing care in the U.S. and in the international critical care community.

As an educator, mentor, and researcher, Dr. Sole, who serves as Dean of the College of Nursing and holds the Orlando Health Endowed Chair in Nursing, is dedicated to developing the next generation of nurse leaders. Using simulation and technology, she has created innovative strategies to improve student learning in the clinical setting as well as the classroom.

In addition to serving on several journal editorial boards, Dr. Sole is the editor of one of the most widely used undergraduate critical care nursing textbooks and author of several of its chapters. She has served on expert panels of the National Institutes of Health and on two National Quality Forum task forces. From 2015 to 2017, she chaired the Nursing and Related Clinical

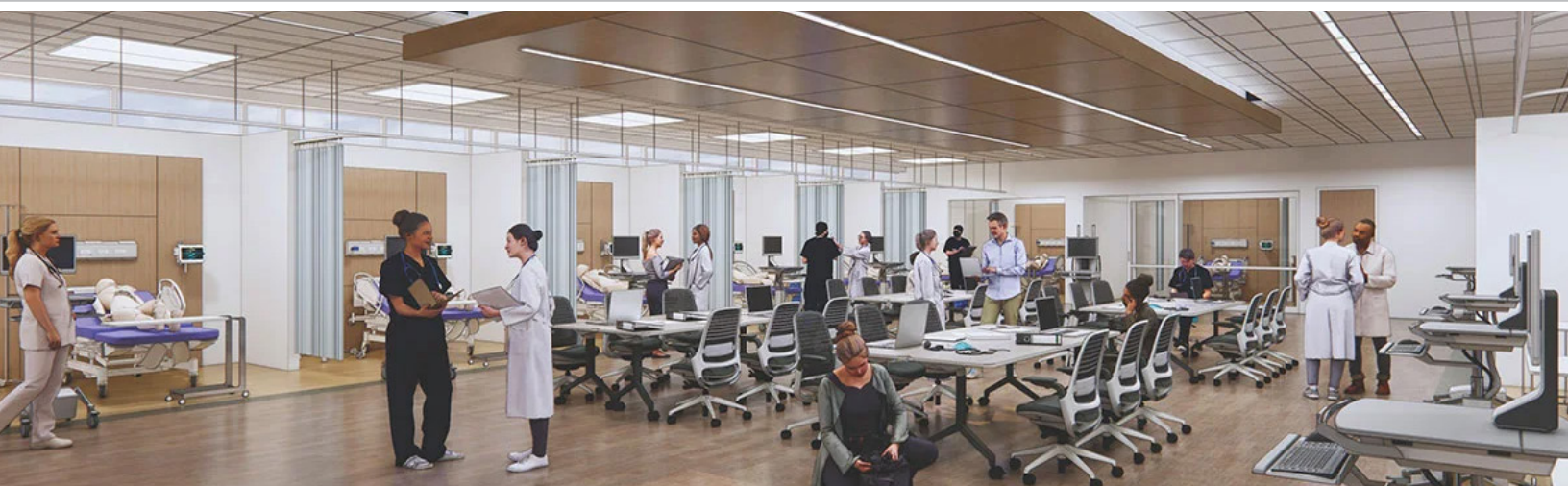


Sciences Study Section of the NIH Center for Scientific Review.

A fellow of both the American Academy of Nursing (FAAN) and the American College of Critical Care Medicine (FCCM), Dr. Sole has been honored with numerous awards, including, in 2008, being named a UCF Pegasus Professor, the university's highest faculty honor.

Dr. Sole earned a Bachelor of Science in Nursing degree from Ohio University followed by a Master of Science in Nursing from the Ohio State University, and a Doctorate from the University of Texas at Austin.

*Concept rendering of the Skills Lab in the new College of Nursing building, Lake Nona*



*UCF is an equal opportunity employer and educational provider. As set forth in the Nondiscrimination Policy (No. 2-004) and Title IX Grievance Policy (No. 2-012), the University prohibits discrimination on the basis of race, color, ethnicity, national origin, religion, nonreligion, age, genetic information, sex (including pregnancy, parental status, gender identity or expression, and sexual orientation), marital status, physical or mental disability (including learning disabilities, intellectual disabilities, and past or present history of mental illness), veteran's status (as protected under the Vietnam Era Veterans' Readjustment Assistant Act), or membership in any other protected classes as set forth in state or federal law in all its programs and activities. The University prohibits discrimination with respect to all terms and conditions of employment and in all of its educational programs, activities, services, and related opportunities.*



## Orlando, Florida

Known for world-famous theme parks, Orlando is an ideal place for anyone looking for sunshine, abundant entertainment, and amenities. Orlando is ranked by *U.S. News and World Report* at #52 for best places to live and #31 best places to retire in the United States.

Orlando is filled with ample opportunities for connect with nature and the surrounding wildlife. In addition to the many parks and lakes in the area, residents can tour the University of Central Florida Arboretum, Gatorland, Harry P. Leu Gardens, Tibet Butler Preserve, and the Great Florida Birding and Wildlife Trail.

The Downtown area is the region's largest urban center. Downtown is home to numerous museums,

galleries, theatres, sports centers, and iconic skyscrapers.

Orlando hosts numerous festivals annually including the Epcot International Food and Wine Festival, Winter Park Autumn Art Festival, The Orlando Fringe Festival, and the Zora Neale Hurston Festival.

Orlando is rich in educational opportunities for children and adults with 99 top-notch public elementary, middle, and high schools as well as 214 private schools. In addition, there are nine colleges and universities in Orlando including the University of Central Florida, Rollins College, Valencia College, and Advent Health University.

With so many things to see and do, no wonder more than 316,000 people call Orlando home.

## Application & Nomination Process

*Confidential inquiries are welcomed, and nominations are invited.*

### Applications

- 1) All application packets must include the following:
  - a. A letter of application that addresses the responsibilities and qualifications of the position
  - b. Current curriculum vitae
  - c. Statement of teaching philosophy
  - d. Statement of scholarship
  - f. Unofficial transcripts of all degrees and certificates earned (official transcripts will be required of finalists)
  - g. At least four references with full contact information including e-mail (References will not be contacted without consent from applicant.)
- 2) **Submit application packet** (preferably as PDFs) to **UCFN-DeanAA@myersmcrac.com**. Additional information will be requested upon receipt of application. This position is open until filled and may close without prior notice and is subject to funding.

### Nominations

Submit nominations to **UCFN-DeanAA-nominate@myersmcrac.com** with complete contact and e-mail information for the individual being nominated.

### Consultant

**Jennifer Barfield**, Executive Vice President of **Myers McRae Executive Search and Consulting**, is the lead consultant for this search. Request a conversation regarding this search at **JenniferBarfield@myersmcrac.com**.

