

New Mexico Highlands University

Dean, School of Business, Media & Technology

New Mexico Highlands University seeks an inspiring and innovative leader to serve as the Dean of the School of Business, Media and Technology to begin January 4, 2016. Highlands is a regional, public, comprehensive, open enrollment institution located in historic Las Vegas, New Mexico that sits at the confluence of the Great Plains and the southern Rockies along the Old Santa Fe Trail. Highlands offers associate's, bachelor's and master's degree programs in the Schools of Business, Media Arts & Technology; Education; and Social Work; and the College of Arts and Sciences.

The diverse student population of just under 4,000 students includes nearly 40% pursuing graduate and professional degrees. Programs are also offered at Centers in Rio Rancho, Albuquerque, Santa Fe, and Farmington. The student body represents 42 states, 19 tribes, and 35 nations. Highlands is nationally designated as a Hispanic Serving Institution (HSI), and aspires to become a Native American Serving Nontribal Institution (NASNTI). Partnerships with local and regional community colleges contribute to an increased number of transfer students.

The HU School of Business, Media & Technology offers undergraduate programs in Accounting, Management, Marketing, Media Arts, and Software Systems Design. The School also offers graduate programs in Business Administration, Media Arts, and Software-Driven Systems Design. The Business program is nationally accredited by the Associate of Collegiate Business School and Programs (ACBSP). The MBA program is offered both on-campus or fully online.

Highlands is currently engaged in a five-year strategic planning process, defining the university direction and vision to 2020. The Dean will have the opportunity to provide direction and guidance in establishing unit-specific initiatives within the School that support the University Strategic Plan. The Dean will provide academic, intellectual, and administrative leadership and support for academic programs and departments within the School.

The Dean is expected to work collaboratively with faculty, students, staff, and other campus and external state and local constituents. The Dean is also expected to live in the Las Vegas, NM area and be available for campus emergencies.

The primary responsibilities include, but are not limited to:

- fostering student success through well-designed faculty mentoring and advising initiatives and academic enrichment strategies
- leadership in personnel management, strategic fiscal planning, facilities oversight and budgeting
- promoting an environment of shared governance and fostering a sense of community
- faculty recruitment, evaluation, promotion and support for ongoing professional development
- leadership within a collective bargaining context
- leadership to ensure curriculum development, refinement, assessment, and evaluation of academic programs
- collaborating with the HU Center Directors and department chairs in the delivery of programs at multiple sites/centers

Required qualifications, skills and accomplishments:

- an earned doctorate or other appropriate terminal degree from an accredited institution of higher education
- demonstrated record of excellence in teaching, significant scholarship and extensive service, equivalent to that expected of an associate or full professor at HU
- demonstrated commitment and successful experiences in working with historically underserved populations
- significant and successful leadership experience (such as department chair, division director, associate dean) or other comparable administrative assignment in business or entrepreneurship
- knowledge of assessment of student learning outcomes
- strong written and oral communication skills, including the ability to communicate the School's vision and goals
- high level of experience with the role of innovative technology, particularly in the classroom

Preferred skills and qualifications:

- experience or sound knowledge base on enrollment management, retention programs, and co-curricular activities
- record of successful outreach and collaborative efforts with community and/or business sectors
- a successful record of external funding, alumni relations and/or donor relations
- awareness of national and international trends and policies in higher education
- knowledge and support of online programs and other emerging delivery systems, non-traditional programs, international programs, and graduate programs

Salary: Commensurate with qualifications and experience.

Applications must include a letter of application, curriculum vita, and names and contact information for at least three (3) professional references. For fullest consideration, the search committee would like to receive applications by **October 16, 2015**. Preferred start date for this position is January 4, 2016. However, a later start no later than July 1, 2016 may be considered.

Applications and nominations must be sent to:

New Mexico Highlands University
Human Resources Office
Dean, School of Business, Media & Technology
Box 9000
Las Vegas, NM 87701

***Please send electronic submissions to jobs@nmhu.edu. Include "Dean of BUSI" in subject line.

Confidential inquiries about this position may be directed to Dr. Teresita Aguilar, Provost & VPAA at: taguilarVPAA@nmhu.edu.

For disabled access or services, call (505) 454-3242 or hr@nmhu.edu
NMHU is an Equal Opportunity Employer.