Position Specification

The University of Alabama
Tuscaloosa, AL
Dean of Students/Assistant Vice President for Student Life

Institutional Background

The University of Alabama, the state of Alabama’s oldest public university, is a senior comprehensive doctoral-level institution. The University was established by constitutional provision under statutory mandates and authorizations. Its mission is to advance the intellectual and social condition of the people of the state through quality programs of teaching, research, and service.

Enrollment at The University of Alabama reached a record high of 38,563 for fall 2017, up more than 2 percent from last year’s record class of 37,665. More than 40 percent of UA’s 7,407-member freshman class scored 30 or higher on the ACT, and 38 percent were in the top 10 percent of their high school graduating class. The entering class in 2017 carries an average high school grade-point average of 3.72, with 34 percent having a high school GPA of 4.0 or higher.

The University of Alabama is a leader among public universities nationwide in the enrollment of National Merit Scholars with more than 500 currently enrolled.

Ranked among the top 60 public universities in the nation in U.S. News and World Report’s annual college rankings for more than a decade, UA ranked 51st among public universities in the 2018 rankings. UA’s latest college rankings are listed below:

- The School of Law is ranked 26th among all law schools in the nation (ninth among public universities), spring 2017.
- The School of Library and Information Studies is ranked 28th nationally (25th among public universities) in the latest rankings for library schools, spring 2017.

University of Alabama students continue to win prestigious national awards. Fifty-one UA students have been named Goldwater Scholars, including four in 2017. The University of Alabama has produced a total of 15 Rhodes Scholars, 16 Truman Scholars, 32 Hollings Scholars, and 11 Boren Scholars.

Twenty-five current UA faculty have received NSF CAREER Awards, the nation’s most prestigious recognition of top-performing young scientists, in disciplines ranging from nanoscience and engineering to biological sciences. And 36 UA faculty researchers are in the National Academy of Inventors.

Fifteen University of Alabama alumni and students won Fulbright awards for 2017-18. Five UA students and alumni received Fulbright research awards. Ten 2017 graduates won awards as English teaching assistants overseas.

U.S. News and World Report ranks The University of Alabama’s Manderson Online Business Master’s programs 13th in the nation. The rankings are based on level of accreditation, faculty credentials,
admissions selectivity, reputation for excellence among peer institutions, and academic and career support services offered to students.

*Public Accounting Report*'s 2017 rankings place UA's Culverhouse School of Accountancy's undergraduate program seventh overall and first for a program with a faculty size between 17 and 23 as well as first in the South. The master's programs are ranked ninth overall, and the doctoral program is ranked seventh.

*PRWeek Magazine* has recognized the public relations program in The University of Alabama’s College of Communication and Information Sciences as one of the top five programs in the nation eight times.

**Tuscaloosa, AL**

Tuscaloosa, in western Alabama, is located on the Black Warrior River at the Atlantic Seaboard fall line of the Piedmont, and is the fifth-largest city in Alabama with an estimated population of 99,543 in 2016.

Bryant-Denny Stadium in Tuscaloosa is home to the University of Alabama’s Crimson Tide football team. The Alabama Museum of Natural History exhibits fossils and minerals. Tuscaloosa Museum of Art has works by renowned American artists. Antebellum homes like the Battle-Friedman House and Jemison-Van de Graaff Mansion mark the area’s history. Lake Lurleen State Park is northwest of the city.

Incorporated as a town on December 13, 1819, it was named after Tuskaloosa, the chieftain of a Muskogean-speaking people who battled and was defeated by forces of Spanish explorer Hernando de Soto in 1540 in the Battle of Mabila. It served as Alabama’s capital city from 1826 to 1846.

Tuscaloosa is the regional center of industry, commerce, healthcare, and education for the area of west-central Alabama known as *West Alabama*. It is the principal city of the Tuscaloosa Metropolitan Statistical Area, which includes Tuscaloosa, Hale, and Pickens counties and had an estimated metro population in 2013 of 235,628. Tuscaloosa is also the home of The University of Alabama, Stillman College, and Shelton State Community College. While the city attracted international attention when Mercedes-Benz announced it would build its first automotive assembly plant in North America in Tuscaloosa County, the University of Alabama remains the dominant economic and cultural engine in the city.

Tuscaloosa has been traditionally known as the “Druid City” because of the numerous water oaks planted in its downtown streets since the 1840s. The city has also become known nationally for the University of Alabama’s success in sports, and particularly in football. City leaders adopted the moniker “The City of Champions” after the Alabama Crimson Tide football team won the BCS National Championship in their 2009, 2011, and again in their 2012 seasons. The Tide won the College Football Playoff in the 2015 season and the 2017 season.
In recent years, Tuscaloosa has been named the “Most Livable City in America,” one of America’s “100 Best Communities for Young People,” one of the “50 Best College Towns,” and one of the “Best Places to Launch a Small Business.”

For more information visit the chamber of commerce: http://www.tuscaloosachamber.com/

Mission

The University of Alabama will advance the intellectual and social condition of the people of the state, the nation and the world through the creation, translation and dissemination of knowledge with an emphasis on quality programs in the areas of teaching, research and service.

Vision

The University of Alabama will be known as the university of choice for the best and brightest students in Alabama, and all students who seek exceptional educational opportunities. The University of Alabama will be a student-centered research university and an academic community united in its commitment to enhance the quality of life for all Alabamians and the citizens of the nation and the world.

Core Values

The University of Alabama is committed to:

- Undergraduate education that produces socially-conscious, ethical and well-rounded leaders who are grounded in their subject matter and capable of controlling their own destinies.
- Graduate education that is deeply vested in subject matter knowledge, professional content, research skills, and creative activity.
- Public outreach and service that is held in the highest regard and fosters impactful public engagement to enhance the quality of life for the citizens of Alabama, the nation and the world.
- Campus life that embodies collaboration, collegiality, respect and a culture of inclusivity.
Strategic Goals

- Provide a premier undergraduate and graduate education that offers a global perspective and is characterized by outstanding teaching, high-quality scholarship, and distinctive curricular and co-curricular programs.
- Increase the University’s productivity and innovation in research, scholarship, and creative activities that impact economic and societal development.
- Enrich our learning and work environment by providing an accepting, inclusive community that attracts and supports a diverse faculty, staff and student body.
- Provide opportunities and resources that facilitate work-life balance and enhance the recruitment and retention of outstanding faculty and staff.

Strategic Plan

The president initiated the planning process in fall 2015, directing the provost and a 15-member Strategic Planning Council to take the lead in developing a five-year strategic plan for the University. The Strategic Planning Council operated under the following charge from the president:

For any great excursion, there are always two key questions: where are we? And secondly, where are we going? There are some things we know about where we are. We are a national flagship university, and we will continue to move forward in a manner that reflects and strengthens that position and responsibility. We have exceptionally dedicated faculty, staff, and students. We have alumni and supporters who are committed partners. We have data that we can look through to give us more information on our current longitude and latitude; whether they be in discovery, teaching, or engagement terms. And, it is important to note that while we have made great progress, we find ourselves still driven toward achieving a new and higher destination.

So, the second question is the work at hand: where are we going? I would ask that this indeed be a great excursion—a life-changing excursion for all of us, a once-in-a-lifetime challenge. It’s okay to
be risk takers; we should dream, and dream big. We should establish the tenets that will ensure our place as a national flagship university, a national research university, an institution of prominence among universities over the coming years; and we will move to work together in achieving these goals.

Strategic planning is by nature an inclusive activity. The Council invited broad input to this important process by asking approximately 100,000 students, faculty, staff, retirees, parents, alumni, donors, community members, and other interested parties to participate via survey responses, emails and listening sessions. They were asked to share their ideas and suggestions about the following:

- Current impressions of The University of Alabama
- Visions for the University by the year 2021
- Areas in which the University should focus its investments

The Strategic Planning Council met weekly throughout the spring and summer semesters to discuss suggestions from all sources and to consider the traditional and emerging values of the institution and its communities. This strategic plan’s themes, goals and strategies reflect the insights of UA’s many and valued constituents.

For a more detailed look at the Strategic Plan, visit the website at https://www.ua.edu/strategicplan/plan
Leadership
Stuart Bell, President

The Board of Trustees of The University of Alabama System named Dr. Stuart R. Bell president of The University of Alabama on June 18, 2015.

A nearly 30-year veteran of higher education, Bell was previously executive vice president and provost at Louisiana State University, where he served as both the chief academic officer and the chief operating officer of LSU. These responsibilities at LSU included oversight of all academic, research and student programs and coordination of related fiscal operations.

“The University of Alabama is such a vibrant community,” said Bell. “I’m excited about UA and its positive impact on our community and the nation, and I look forward to the even greater achievements that we will seek in working together.”

“I’m honored by this selection and the confidence displayed in my abilities, and I look forward to learning and listening to others about our campus, our programs and the aspirations we have for this great university. Susan and I are thrilled to return to Tuscaloosa and are looking forward to renewing old friendships and creating new ones.”

During Bell’s tenure, LSU opened new facilities, including residence halls, and made additions to engineering and chemistry buildings. Student retention and success were emphasized, and recruitment efforts yielded the largest freshman class in LSU history. Online programs were also expanded, and the campus developed a new strategic plan for LSU’s research and discovery efforts.

Before joining LSU, Bell served for 10 years as dean of the University of Kansas School of Engineering. During that time, he led an expansion of facilities and research, including efforts to establish multiple major research centers; increased student recruitment; and developed extensive experience in fundraising.

Bell previously served 16 years at The University of Alabama. He joined UA in 1986 as an assistant professor in the University’s department of mechanical engineering. Nine years later, he was named department head, where he served until accepting the Kansas deanship in 2002.

With research interest in combustion engines, Bell has expertise in alternative fuels for engines, innovative engine designs, and modeling of engine and engine processes. He founded and directed UA’s Center for Advanced Vehicle Technologies, an interdisciplinary research center.

Bell, who was inducted as an Engineering Departmental Fellow by UA’s department of mechanical engineering, was awarded the Society of Automotive Engineers’ Ralph Teetor Award for Outstanding Contributions to Research and Teaching in 1988.

He was presented the T. Morris Hackney Faculty Leadership Award for the UA College of Engineering in 2001, and, in 2005, he received the Richard S. Woodbury Award from the American Society of Mechanical Engineers.

An Abilene, Texas, native, Bell earned a nuclear engineering degree from Texas A&M University in 1979. He earned his master’s and doctorate degrees in mechanical engineering from Texas A&M in 1981 and 1986, respectively.

He and his wife, Susan, have three adult children, Stuart, Stacy — a UA graduate — and Stephen, and one granddaughter.
The Academic Program

- UA offers bachelor's, master's and doctoral degrees in 197 degree programs, with a student/faculty ratio that averages 24:1. Professional programs include law and rural medicine.
- UA offers 72 undergraduate degree programs through 12 colleges and schools.
- UA offers 122 master's, educational specialist and doctoral degree programs.
- UA's School of Law curriculum is traditional but includes offerings in emerging areas of the law.
- UA Libraries are widely recognized for their innovative, creative, and practical services and quality reference materials.
- UA provides a wide variety of resources that help our students achieve their goals in the classroom: from the Career Center, to Disability Services, to the Writing Center, to the Finish in Four initiative, to Graduate Student Services, to the Mathematics Technology Learning Center.

Colleges and Schools:

- College of Arts & Sciences
- College of Continuing Studies
- College of Engineering
- College of Human Environmental Sciences
- School of Social Work
- College of Communication & Information Sciences
- Culverhouse College of Commerce
- Graduate School
- Law School
- College of Community Health Sciences
- College of Education
- Honors College
- Capstone College of Nursing
The Student Body

Of the 38,563 undergraduate, professional, and graduate students enrolled at UA in the fall semester of 2017,

- 41 percent come from Alabama
- 56 percent come from elsewhere in the United States
- 3 percent are international students from 82 countries
- 56 percent are women
- 44 percent are men

A summary of enrollment by race and ethnicity is available from the Office of Institutional Research and Assessment.

An Overview of the Division of Student Life

The Division of Student Life at The University of Alabama is a growing, dynamic division. We provide intentional programs and support services designed to maximize student learning. We know that students are constantly learning beyond the classroom, and our programs complement academic pursuits, support well-being, and promote student development. With over 300 full-time staff members, 1300 student employees, and a total budget over $90 million, the Division of Student Life seeks to provide transformative learning experiences by collaborating and partnering with academic department, faculty, the community, and others. Our programs provide a variety of leadership and engagement opportunities that encourage students to explore their passions and develop their skills.

Mission: The Division of Student Life maximizes each UA student’s learning experiences.

Vision: To be regarded as a premier division of student life; known for our commitment to learning; recognized as collaborative, assessment driven, student-centered educators; responsible for shaping the next generation of engaged citizens.

Strategic Priorities for 2016-2018

1. Promote equity, inclusion, and diversity throughout the Division of Student Life
   - Student programming and services
   - Staff recruitment and development
   - Policies, procedures, and practices

2. Contribute to retention and student success through high impact practices and intentional programs, services, and initiatives
   - Utilize data to identify and target programming and services to underserved student populations
   - Utilize technology to identify, track, and communicate student achievement

3. Provide a comprehensive and holistic approach to student wellbeing
   - Successfully integrate Student Health into the Division
   - Focus on all dimensions of wellness

4. Ensure suitable resources to provide excellent programs and services to UA students
   - Collaborate with Academic Affairs and other campus partners to best utilize fiscal and human resources
   - Identify new venue and space options for student programming and meetings
   - Develop a comprehensive, competency based professional development program
   - Develop framework for Student Life fundraising efforts
   - Improve communication of the Student Life story internally and externally, celebrate divisional victories and successes
Leadership
Dr. David Grady, Vice President for Student Life

David Grady serves as the Vice President for Student Life at The University of Alabama. Dr. Grady came to the Capstone in June 2015 from The University of Iowa where he served in several Student Life positions over 23 years, most recently as Associate Vice President and Dean of Students.

Dr. Grady is currently serving on the Association of Public Land-Grant Universities Council on Student Affairs Executive Committee and on NASPA's Reimagining Fraternity and Sorority Life Task Force.

Dr. Grady earned his Bachelor's degree in Banking and Finance from Mississippi State University, a Master's degree from Harvard University, and a PhD in higher education administration from The University of Texas at Austin.

Dr. Grady and his wife Marsha (a UA alumna) have two children, Rob and Alex. Alex is a senior at UA, and Rob graduated from UA last spring with both his Bachelor’s and Master’s degrees.

Organizational Structure of the Division

Led by Dr. Grady in the Office of the Vice President, the Division of Student Life is comprised of the following departments: Assessment and Planning, Blackburn Institute, Career Center, Center for Service and Leadership, Collegiate Recovery and Intervention Services, Counseling Center, Dean of Students, External Relations, Ferguson Student Center, First Year Experience, Fraternity and Sorority Life, Housing and Residential Communities, Parent and Family Programs, Student Care and Well-Being, Student Conduct, Student Government Association, Student Health Center and Pharmacy, Student Involvement, Student Media, University Programs, University Recreation, Veteran and Military Affairs, and the Women and Gender Resource Center.

Please see the Division of Student Life Organization Chart on the next page.

History of the Position

The Dean of Students/Assistant Vice President for Student Life position was recently upgraded to add the AVP portion of the title, reflecting a realignment of duties. The previous Dean of Students, Dr. Tim Hebson, has been promoted to Associate Vice President for Student Life. Because of the size (11,518 students involved in 66 chapters), profile, and prominence of the fraternity and sorority community at The University of Alabama, Dr. Grady saw a need for senior-level leadership in this area. Because of his extensive experience in this area, he asked Dr. Hebson to assume the AVP role and provide this leadership for Fraternity and Sorority Life. Dr. Hebson will also continue to guide the BelieveUA mentoring program, the resiliency program, the citizenship programs (which includes Boys and Girls State), and new initiatives.

Responsibilities of the Position

The Dean of Students/Assistant Vice President for Student Life provides leadership, vision, and strategic direction for the Vice President of Student Life and the Division of Student Life at The University of Alabama. The Dean also inspires the cultivation of a meaningful student experience and enhancement of student success outcomes. Responsible for fostering a vibrant, diverse, inclusive,
and stimulating campus life, the Dean of Students/Assistant Vice President must continually re-examine the priorities and effectiveness of various units in accordance with the division’s mission, vision, and strategic priorities. In addition, the Dean/AVP holds staff accountable for the completion of any required training, conducts financial reporting, and establishes, enforces, and follows internal processes and controls as outlined in UA policies and procedures.

The Dean of Students/Assistant Vice President reports to the Vice President for Student Life and is a key member of the Student Life VP Executive Council/Leadership Team. The position will provide leadership and supervision for the following areas: Associate Dean of Students, Blackburn Institute, Parent and Family Programs, Student Care and Wellbeing, Student Conduct, Student Government Association, Veteran and Military Affairs, and the Women and Gender Resource Center.

The Dean of Students/Assistant Vice President will also provide leadership for the following functional areas:

- Behavioral Intervention Team;
- Campus Ministries;
- National Student Exchange;
- collaboration with appropriate stakeholders to develop and update university policies directly related to students and the Student Code of Conduct;
- coordination of outreach to students (and families) during unexpected times of crises.

In addition, the Dean/AVP promotes the cultivation of a meaningful student experience and enhancement of student success outcomes, and is responsible for fostering a vibrant, diverse, inclusive, and stimulating campus life; in doing so, the Dean/AVP will be highly present and visible in the student environment. The Dean/AVP manages a $3 million budget and oversees a full-time staff of 57, including eight direct reports.
Characteristics of the Successful Candidate

- A doctoral degree in higher education, counseling, student personnel services, student affairs administration, or other relevant field with a minimum of seven years of related experience; a master’s degree with a minimum of ten years of related experience; or a bachelor’s degree with a minimum of 12 years of related experience.
- Must be current in issues affecting the administration of student life functions (i.e., legal issues, student development theory, risk management policies, multicultural issues, etc.), as well as knowledge of related federal and state laws and regulations.
- Must complete any required training that is related to laws and regulations that create a more hospitable and respectful workplace and a safer work environment.
- Sensitive, diplomatic, and highly articulate written and verbal communication skills.
- Must be an accomplished public speaker and capable of representing UA at a multitude of events where public speaking is required.
- Demonstrated commitment to expand multicultural knowledge, awareness, and skills as evidenced through demonstrating self-awareness, understanding, and valuing others, demonstrating knowledge of social inequalities, interacting effectively with a diversity of people, and fostering equity and inclusion.
- Demonstrated record of experience as a successful professional in student affairs.
- Demonstrated knowledge of strategic planning and systematic decision making.
- A history of publishing in the field of student affairs is highly preferred.

- Other desired characteristics, skills, actions, and/or abilities include the following:
  - because this individual is the appeals agent, they must be intricately familiar with the student conduct process and be current on best practices in this area;
  - should be accessible to all students across the student continuum, and must promote the values of diversity, equity, inclusion, and social justice at all times;
  - should be current on scholarly literature and developments in the student affairs profession, while also being practically engaged with students;
  - the ability to put vision into practice;
  - knowledge and understanding of the ongoing operations of a large, Division 1, Power 5 (athletics) institution;
  - the ability to budget creatively and use human resources effectively;
  - while not essential, possessing some knowledge and connection to the state of Alabama or the University is a plus;
  - there is great support among the staff for innovation and new ideas, and a team approach to implementing these new plans is embraced;
  - professional demeanor and empathy will be important to gain credibility with student life and other staff members;
  - strong listening skills will be critical to success;
  - demonstrated knowledge of assessment and data analysis will be extremely helpful in accomplishing the goals of the department;
  - the ability to understand one’s own limits, and to be willing to seek assistance and guidance from colleagues, direct reports, and supervisor;
  - previous experience working with parents programs, parent orientation, or family-related programs is a plus;
  - an understanding of Title IX and other legal issues;
  - an understanding of the importance and impact of community service and civic engagement, and their connection to leadership;
  - the ability to balance and support a large staff with multiple priorities, providing support and development opportunities as possible.
**Likely Opportunities, Priorities, and Challenges of the Position**

The new Dean of Students/Assistant Vice President for Student Life must possess a broad understanding of student affairs practice and theory, and should have deep experience in one or more of the areas for which this position is responsible. The Dean should be an experienced leader who can contribute at both a strategic and tactical level to a vibrant Division of Student Life.

Upon arrival, several priorities, opportunities, and challenges to exercise vision and provide leadership await the Dean of Students/Assistant Vice President.

- *The Dean of Students/AVP must be a “front-facing” staff member, visible on campus and at student events, and must be able to tell the story of the Office of the Dean of Students.* It will be a prime objective of the new Dean of Students to demonstrate support for students. One way of accomplishing this will be to prioritize being “seen” on campus, attending student events, collaborating across both academics and administration, and spending time outside the office in an effort to educate the campus on the benefits and services offered by the Office of the Dean of Students. To accomplish this, the Dean should have excellent communication skills and be able to articulate the position in innovative ways. In addition, the role requires close communication with parents in multiple ways, so the ability to be empathetic, understanding, and clear with parents is essential for success.

- *The University of Alabama is a very relationship-oriented campus, and the new Dean of Students/AVP should be prepared to collaborate and partner with constituents at all times.* It is evident upon walking onto the University of Alabama campus that relationships matter across the spectrum. People are friendly, the genteel environment is inviting, and working together is essential for accomplishing priorities. The Dean of Students should be prepared to be a part of the larger Student Life team, supporting and complementing peers and colleagues, while also reaching out across faculty, student, and other administrative entities to partner and collaborate in a myriad of ways.
The University of Alabama is a large, tradition-rich institution, but innovation and creativity are essential for success. Alabama’s flagship institution was founded in 1831, with many deep traditions in all areas of campus, and the new Dean of Students must learn this campus culture in order to understand how the University works. On the other hand, Dr. Grady and the Student Life staff are also looking to implement new and innovative concepts that will benefit and enhance the student experience for years to come. The Dean should be familiar with and able to bring best practices from their current institution as well as from a national standpoint to complement current traditions and practice, as well as innovate for the future.

The ability to manage multiple departments and priorities simultaneously is a key for success. There are eight departments and several functional areas within the purview of the Dean of Students/Assistant Vice President for Student Life, so this person must be prepared to manage multiple priorities at all times. A fast pace can be expected, with many entities wanting this person’s attention at the same time, so the Dean must be an effective multitasker and a diplomat at all times.

Measures of Success for the Position

At an appropriate interval after joining UA, the items listed below will initially define success for the new Dean of Students/Assistant Vice President.

- The DOS/AVP will have strong relationships with the Vice President for Student Life and other members of the Division Leadership Team.
- The DOS/AVP will be well known and well regarded by students, having earned respect and credibility.
- The DOS/AVP will have established strong relationships across campus, including academic deans, faculty members, administrative departments, athletics, and legal counsel.
- The departments reporting to the DOS/AVP will feel connected to and engaged in each other’s work, as well as the larger work of the division and the university.
- The DOS/AVP will have operationalized and institutionalized policies and procedures that strengthen the mission, practice, and outcomes of all areas of responsibility.
- The DOS/AVP will have a high profile at UA and will engage in dialogue and public relations with a broad group of constituents, to build awareness of the issues facing students.

Benefits Overview

Benefits at UA include, but are not limited to, the following:

- Medical Plan
- Pharmacy Benefits
- Dental Plan
- Vision Plan
- Flexible Spending Accounts
- University Paid LTD Insurance
- University Paid Group Term Life Insurance
- University Paid AD&D Insurance
- Educational Benefit Program
- Employee Assistance Program
- Generous paid vacation and leave benefits, including time during spring break.

For a detailed look at UA benefits, visit the website at [http://hr.ua.edu/benefits](http://hr.ua.edu/benefits)
Application and Nomination

Applications, including a position-specific cover letter and resume, may be submitted online at www.spelmanandjohnson.com/open-positions. Nominations for this position may be emailed to Scott Derrick at jsd@spelmanjohnson.com. Review of applications will begin April 9, 2018, and continue until the position is filled. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

Spelman Johnson
Dean of Students/Assistant Vice President for Student Life – The University of Alabama
J. Scott Derrick, Search Associate

Visit the University of Alabama website at www.ua.edu

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