

**The Dean is responsible for the operation of the College of Business and Technology. Reporting to the Provost/Vice President for Academic Affairs, the dean will provide leadership to the college, develop current and future programs, engage in activities to increase graduate and undergraduate student enrollment, and provide effective management of the College of Business and Technology. Dedicated to excellence in teaching, research and service, the dean is expected to cultivate strong alumni and external relationships to support and grow the college; have a vision to expand the College of Business and Technology as a strong academic center in the region with the experience and ability to support and implement innovative instruction appropriate for a twenty first century university; work collaboratively with colleges/programs within Northwestern State University; work collaboratively the Louisiana community college campuses to create innovative initiatives, certifications and degree programs; and will collaboratively create and implement both short- and long-term strategic goals consistent with the college's and university's mission and vision. Responsible for supervision and implementation of assessment and accreditation standards and initiatives, including separate specialized accreditation. Will supervise department head(s) and dean's office staff. Will assign work, evaluate performance, and reward or discipline employees who report directly to the dean, as well as addressing complaints and resolving problems of persons who report to those individuals reporting directly to the dean.**

**Qualifications:**

- **An earned doctorate from a regionally accredited institution combined with a teaching and scholarship record. Nationally recognized excellence in teaching awards. Publication track in nationally ranked and recognized peer reviewed journals.**
- **Documented success and experience in grant writing.**
- **Administrative leadership experience in higher education.**
- **Demonstrated ability to communicate and develop relationships and partnerships within the College, University and business community.**
- **Demonstrated strategic planning experience.**
- **Documented experience with budgets and personnel management.**
- **Documented knowledge of and experience with accreditation standards and agencies, specifically AACSB and ABET.**
- **Documented knowledge of and experience with distance learning programs.**

- Documented experience seeking public and private funds to support the goals of the college and/or university.
- Actively involved in local and regional community networks to support the mission, vision, and objectives of the college.
- Actively involved in business and industry outreach to support the mission, vision, and objectives of the college.

**Other things I do:**

- Considering the recommendation of the various committees, recommends the appointments of individuals to the faculty and staff of the College.
- Approves the promotion and tenure guidelines as developed by the various departments' faculty members, considering the Regents Rules and Institutional policies and procedures.
- Provides recommendations on the continued employment, promotion and tenure of the School's faculty, based on the promotion and tenure guidelines and considering the recommendations of the appropriate faculty committees and departments' chairs.