



## Position Announcement for the College of Business Administration

# Associate Dean for Academic Programs

**Sacramento State** is located in the heart of Northern California, one of the most beautiful, diverse and rapidly growing areas in the country. The 300-acre campus, just five miles from the State Capitol, is situated along the American River parkway that offers miles of trails and recreational access to the city's two rivers, Folsom Lake and the historic Sacramento riverfront. Growth in the region has provided significant opportunities for faculty research and engagement with civic and business organizations as well as extensive research and internship opportunities for the University's approximately 31,000 students. The University, where quality teaching is a top priority, offers instruction leading toward the bachelor's degree in 58 disciplines, the master's degree in 41 disciplines, two independent doctoral degrees and one joint doctoral degree, and houses numerous research and community service centers.

Sacramento is a high-growth metropolitan area with a very diverse population of approximately 2 million. As California's capital, Sacramento is an advantageous setting for premier academic programs. As a major metropolitan university, Sacramento State is committed to providing leadership in addressing significant regional needs and to enriching its liberal arts tradition. The proximity of Sacramento State to the California legislature and other agencies of state and federal government provides unparalleled opportunities for faculty and students to participate in public service through policy research internships, and employment.



## DUTIES/RESPONSIBILITIES

The Associate Dean for Academic Programs (ADAP) is responsible for the overall quality and success of undergraduate and graduate programs in the CBA, including self-support programs. This individual and the Associate Dean for Faculty and Support (ADFS) are key members of the administrative leadership team of the College of Business Administration and report directly to the Dean. The ADAP works in tandem with the Associate Dean for Faculty Support (ADFS), is a member of the senior CBA leadership team, and reports to, and may at times act as the designee of, the Dean.

In consultation with the Dean and other College of Business Administration (CBA) stakeholders, the ADAP works to create and maintain innovative and impactful business programs that align with the CBA mission and strategic direction. The CBA's priorities include but are not limited to technology, innovation, and impact with a focus on teaching effectiveness, academic excellence, and operational efficiency. The incumbent will be responsible for overseeing operational leadership to promote excellence in all phases of the CBA's academic activities in compliance with University policy and accreditation standards. Aligned with the CBA vision and strategy, this role requires collaborative work with Department Chairs, program directors, and faculty to ensure that programs address market trends and create local and global engagement. The ADAP is a key participant in school-wide strategic planning and execution.

The ADAP is also expected to support Sacramento State's Five Imperatives: reduce time to degree, increase campus diversity, inclusion, and equity, increase philanthropic giving, community collaboration and safety.

## QUALIFICATIONS

### Required

1. Doctorate in Business related discipline from an AACSB accredited university
2. A strong record of accomplishment in the areas of teaching, research, and service that would merit appointment as a Full Professor in one academic area of the College of Business Administration
3. Three years of experience in the role of department chair, director of accreditation, director of communication, or a comparable position, etc.
4. Experience with budget management (e.g. budget allocations)
5. Experience building and staffing academic schedules that meet the needs of undergraduate and graduate students – including self-support programs
6. Extensive experience with curriculum development endeavors
7. Extensive experience with assessment
8. Experience with technology-supported teaching environments and pedagogical approaches (e.g., co-located classrooms, 'flipping' the classroom, online education, etc.)
9. Experience working with other academic units to assure effective utilization of faculty and staff resources to meet student needs
10. Demonstrated commitment to diversity; and experience in working within an ethnically and culturally diverse academic community
11. Evidence of ability to determine priorities, effectively manage multiple projects, and set and meet deadlines
12. Demonstrated ability to analyze and implement creative solutions to complex problems or challenges
13. Evidence of promoting scholarly excellence through service, mentorship, or similar activities
14. Evidence of advanced interpersonal skills and demonstrated ability to establish, maintain, and model effective working relationships with various constituencies including faculty, students, and staff within and across the university
15. Demonstrated record of high quality written and oral communication for varied audiences
16. Demonstrated ability to work in a shared governance environment or similar organizational setting

### Preferred

17. Knowledge of the most recent AACSB standards and reaffirmation of accreditation processes or other accreditation processes
18. Experience working in the collective bargaining environment
19. Experience working on a large, urban university or college campus
20. Record of significant and successful involvement and leadership in college and university organizations
21. Experience with international programs and international students
22. Experience with managing programs at geographically-dispersed campuses (e.g., satellite campuses)

## SALARY & BENEFITS

The salary is competitive and is negotiable depending on the strength of qualifications. This is a CSU Management Personnel Plan (MPP) position with an attractive package, which includes but is not limited to: a vacation accrual rate of 16 hours per month; 12 paid holidays; excellent choice of medical, dental and vision insurance, long term disability coverage, life insurance; and retirement benefits.

## APPLICATION REVIEW

Applications will be reviewed on a rolling basis, until the position is filled.

**For complete job posting and to apply, please visit the Sacramento State jobs website at:**

**<https://csus.peopleadmin.com/>  
Job Opening ID# AS0455P**

For questions regarding this search contact:  
**Employment Services**  
**Phone: 916-278-6326**

For more information on the CBA, please visit: **<http://www.csus.edu/cba/>**

Sacramento State is an Affirmative Action/Equal Opportunity Employer.



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