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NEW APPLICATION DATE - APRIL 8TH

Inviting Applications and Nominations for

Provost and Vice President for Academic Affairs



CLAYTON STATE UNIVERSITY, a comprehensive state university near Atlanta, Georgia, seeks a collaborative, student-focused academic leader with strong experience in strategic planning to serve as **PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS**. This accomplished, results-oriented administrator reports directly to the President and is a member of the President's Cabinet. The date of appointment is negotiable, but the preferred start date is July 1, 2023.

Ranked 32 on the
**Top Performers
on Social Mobility** list,
U.S. News & World Report, 2022

CLAYTON STATE UNIVERSITY

UNIVERSITY SYSTEM OF GEORGIA

ABOUT THE UNIVERSITY

Clayton State University, a unit of the University System of Georgia, has been recognized repeatedly as a “Top Workplace in Atlanta” by the *Atlanta-Journal Constitution*. Known for being welcoming, diverse, opportunity rich, and committed to academic success, the University was one of 79 higher education institutions across the nation that *The Chronicle of Higher Education* selected for its 2017 list of “Great Colleges to Work For.”

Founded in 1969, the University enrolls nearly 6,000 students from 31 states and 39 countries. A Minority Serving Institution (MSI), Clayton State's student body is 69 percent female and is 62 percent African American, with almost 11 percent Hispanic, 7 percent Asian, and 14 percent White. The average age of students seeking degrees is 26, with approximately 50 percent of the students being traditional age.

Students benefit from the personalized attention, small class sizes, outstanding faculty, career guidance and preparation, and a vibrant campus life at Clayton State. The 237 full-time faculty are not only experts in their fields, but also dedicated mentors. Seventy-five percent of the undergraduate instructors hold the highest degrees in their fields.

Emphasizing an environment of experiential-based learning to prepare students to succeed in a diverse society, Clayton State offers 8 graduate degrees, 35 undergraduate degrees, and 6 associate degrees through its four colleges—Arts and Sciences, Business, Health, and Information and Mathematical Sciences. In addition to 22 online degree programs, the University holds classes in McDonough and Peachtree City, Georgia. The University provides opportunities for certificate and exploratory programs through its Continuing and Professional Education unit.

Students have opportunities to engage with the community, to conduct research, and to intern with business, government, or non-profit organizations. The largest number of credit hours are taken by students enrolled in the College of Arts and Sciences, where almost 60 percent of the enrollment pursues career opportunities in teaching, criminal justice, sciences, and music, to name a few. Approximately 14 percent of course hours are taken in the College of Health, which offers programs in nursing, healthcare management, and dental hygiene. Another 13 percent of credit hours are earned in studies of business administration, logistics, supply chain management, and accounting

offered by the College of Business. The remainder of credit hours are earned in studies offered by the College of Information and Mathematical Sciences in the fields of computer science, cyber security, and mathematics. In fiscal year 2021, the University awarded 200 master's degrees, 1,005 bachelor's degrees, 74 associate degrees, and 35 certificates.

Beyond the classroom, students are involved in more than 80 student organizations in addition to programming that encourages community involvement and leadership opportunities. The 62,000-square-foot Student Activities Center is the hub for student gatherings, activities, programming, events, fitness, and intramural sports.

The 214-acre campus with six lakes is regarded as one of the most beautiful in the state. It has two residential facilities for students. Laker Hall is home to resident freshmen and provides a traditional dormitory experience. Laker Village houses upper classmen and graduate students in apartments that provide the convenience of living on campus.

An NCAA Division II member, Clayton State fields teams in men's and women's soccer, cross country, basketball, indoor track, and outdoor track; men's golf, and women's tennis. The Lakers compete in the Peach Belt Conference, one of the top conferences in the nation at the Division II level. In 2011, the women's basketball program claimed the first NCAA Division II championship in program history.

Clayton State is home to the nationally and internationally renowned Spivey Hall, the finest small performance facility in the southeastern United States.

Spivey Hall, a 400-seat, acoustically superior venue, has built a 30-year legacy of artistic excellence, drawing audiences from across the nation and serving as the performance venue for music students of Clayton State.

Clayton State University cultivates an environment of engaged, experience-based learning, enriched by active community service, that prepares students of diverse ages and backgrounds to succeed in their lives and careers. Through a distinctive combination of proven and innovative methods of teaching and learning, Clayton State University will excel in preparing students from many walks of life to meet the challenges of living and working in a dynamic, global society.

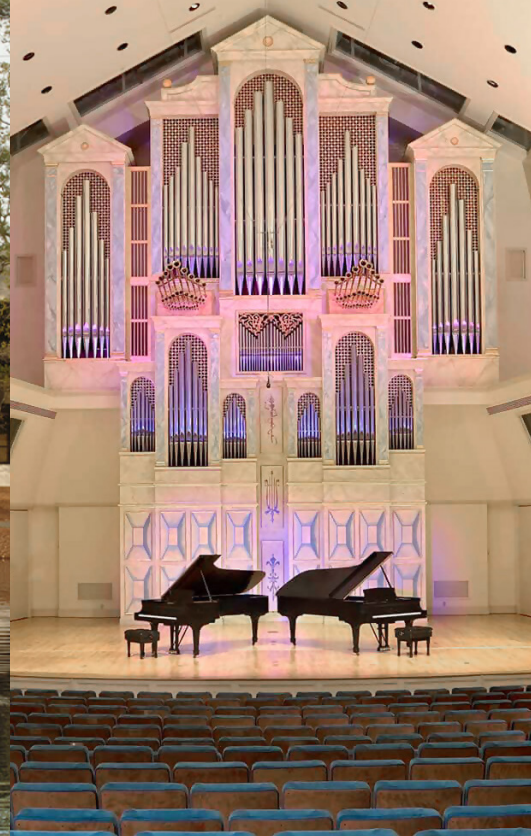
Clayton State University is committed to:

- Creating an outstanding educational experience that stimulates intellectual curiosity, critical thinking, and innovation.
- Engendering a spirit of openness, understanding, collaboration, and mutual respect throughout the University.
- Fostering learning that engages students, faculty, staff, alumni, and the greater community.
- Expanding and allocating resources strategically, according to mission and values, to support overall institutional effectiveness.
- Providing an inviting and supportive campus community for faculty, staff, and students.
- Repositioning Clayton State University in the higher education marketplace and beyond.





Spivey Hall



THE OPPORTUNITY

The Provost and Vice President for Academic Affairs supervises all academic deans; institutional research; off-campus, online, and outreach programs; and libraries. This senior administrator provides leadership and supervises all matters relating to curriculum and instruction in the University as well as the planning and implementation of the academic curriculum; undergraduate, graduate, and online programs; assessment of learning outcomes; Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and other program accreditation, and initiation of new academic programs.

Principal Responsibilities

- Oversee faculty and academic staff recruitment and compensation, and facilitate academic developmental opportunities.
- Ensure compliance with University System of Georgia Board of Regents policies and procedures, SACSCOC requirements, and program-level policies and practices.
- Oversee the welfare and development of the faculty, student affairs, and academic support personnel to ensure the success of the University's vision.
- Negotiate various articulation agreements with other USG institutions and study abroad programs.
- Direct the University's academic programs, including the development of new programs and courses of instruction; the implementation, coordination, and assessment of student learning outcomes; and the assessment of all academic programs.
- Oversee Board of Regents-related academic initiatives.
- Oversee the implementation of the University's strategic plan.
- Provide leadership and assist administrators in the setting of priorities in alignment with the strategic plan, budget priorities, and operational plans.
- Direct the Office of Institutional Research to provide timely and accurate data to make informed decisions regarding academic programs and services.
- Effectively utilize talents of academic staff and resources in order to advance the institutional values and goals.
- Attend various system-wide meetings, such as the Regents' Advisory Committee for Academic Affairs, Continuing Education, online programs, etc.
- Develop and recommend the annual academic budget, and ensure all academic budgets stay balanced.

- Manage the deans in assessing student learning, retention, and graduation efforts.
- Effectively utilize the academic budgets, and prioritize the programs and department needs.
- Lead efforts within Academic Affairs to support university goals related to student learning, retention, and graduation rates.
- Collaborate with the Center for Excellence in Learning and Teaching to provide faculty training on pedagogical strategy.
- Lead the efforts of Enrollment Management and Student Success to develop and implement strategies for improving student retention and graduation rates.
- Foster a sense of belonging for all students.
- Represent the University in a wide range of Advancement functions in support of marketing, public relations, community outreach, and resource development.
- Perform related duties as assigned.

Qualifications

Candidates must have a doctorate or terminal degree, with sustained teaching and scholarly endeavors appropriate for the rank of Professor. Proven and substantive administrative experience with a record of accomplishments as an administrator at the dean-level or above at a college or university is required.

Knowledge and Skills

- Knowledge of program curriculum review and development, program assessment, and student-learning outcomes and assessment
- Knowledge of related federal policies, procedures, regulations, and laws
- Extensive knowledge of higher education and its current trends related to roles in senior management
- Excellent written and verbal communication skills
- Excellent time management skills
- Ability to interact with diverse constituencies, including students, faculty, staff, parents, community leaders, and Board of Regents staff
- Ability to make important decisions with limited information
- Ability to interact effectively with internal employees and external agencies
- Ability to conduct meetings, presentations, workshops, etc.
- Demonstrated ability to analyze and report data relevant to academic affairs
- Demonstrated knowledge of best practices in higher education

Preferred Knowledge

- Knowledge of the University System of Georgia Board of Regents policies, procedures, practices, requirements, and reporting structures



Georj Lewis, Ed.D., President



Dr. Georj L. Lewis joined Clayton State University as its seventh President on February 1, 2023. Currently in his 28th year in the higher education sector, Dr. Lewis was president of Atlanta Metropolitan State College for more than three years prior to the appointment.

Dr. Lewis started his post-secondary education career in admissions and enrollment, coordinating minority recruitment efforts. After five years, he moved into mid-level management positions in the functional area of multicultural affairs and led the student diversity efforts at Edinboro University of Pennsylvania, and then transitioned to leading the same efforts at Georgia Southern University.

After serving as a diversity professional for approximately three years, Dr. Lewis went on to serve in senior-level administrative positions for the next 16 years as the Dean of Students at Georgia Southern University, the Vice Chancellor for Student Affairs at Indiana University Northwest, the Vice President for Student Affairs at Armstrong State University and as the Vice President for Student Affairs at Georgia Southern University.

Dr. Lewis' passion for professional development is evidenced by his participation in the Millennium Leadership Initiative (MLI) through the American Association of State Colleges and Universities (AASCU), the Executive Leadership Institute and the Advanced Leadership Academy through the University System of Georgia. Additionally, he has contributed to the professional development of others by serving

as a faculty member for the American Academic Leadership Institute (AALI) and AASCU's Becoming a Provost Academy (BAPA), and creating the Student Affairs LEAP initiative at Armstrong State University as well as serving as a faculty member and director of the Region III SACSA/NASPA Mid-Managers Institute.

Dr. Lewis earned a Bachelor of Science degree in Business/Accounting, a Master of Arts degree in Counseling/Student Personnel, both from Edinboro University of Pennsylvania, and a Doctor of Education degree in Educational Leadership from Georgia Southern University.

Dr. Lewis has received several awards, most recently recognized as a 2021 Pillar of the Profession by the National Association of Student Personnel Administrators (NASPA). He is also a recipient of the Paragon Award for New Presidents by Phi Theta Kappa Honor Society. He has taught graduate courses on student services in higher education, undergraduate first-year experience courses and has recently collaborated on a book chapter in the Handbook of Research on Black Males. He regularly serves on dissertation committees.

President Lewis is active in the metro Atlanta community. He is a member of the Board of Directors of the ATL Airport Chamber, a member of the Georgia Chamber of Commerce, a member of the Board of Directors for the Metropolitan Regional Educational Service Agency (Metro RESA), a sub-committee member of the Aerotropolis Atlanta Alliance, Inc., and a Metro Atlanta Industry Partnerships (MAIP) partner.

Among honors and awards Dr. Lewis has received are the Georgia Southern University Essence Awards Staff Member of the Year and the Deen Day Smith Service to Mankind Award. A scholarship named in his honor, the Georj Lewis Leadership Scholarship, has been established at Georgia Southern University.



Clayton State University is an equal employment, equal access, and equal educational opportunity and affirmative action institution. It is the policy of the University to recruit, hire, train, promote, and educate persons without regard to race, color, national or ethnical origin, age, disability, gender, religion, sexual orientation, gender identity, or veteran status as required by applicable state and federal laws (including Title VI, Title VII, Title IX, Sections 503, and 504, AREA, ADA, E.O. 11246, and Rev. Proc. 75-50). Clayton State University is an Affirmative Action/Equal Opportunity Institution.



Visitors enjoy the day at the Atlanta Botanical Garden

The Greater Atlanta Area

Clayton State University is located in Morrow, just south of the city of Atlanta. Whether seeking small-town charm or dynamic city amenities, both are within easy reach.

The city of Morrow, with a population of nearly 10,000 residents, has made the transformation from rural railroad acreage to a modern arena of art, music, history, and outdoor recreation. It is home to the Southeast Region Branch of the U.S. Archives and the main campus of the Georgia Archives. The Reynolds Nature Preserve is a 146-acre preserve with three miles of hiking trails, a nature center with live animals, and preserved barn with farm equipment and a spring house that dates back to 1867.

Downtown Atlanta, the largest metropolitan city in the Southeast, is easily accessible by Interstate 75. Offering

authentic Southern hospitality, the city's metropolitan area is home to six million residents. Its economy continues to grow as it attracts a broad range of industries and Fortune 500 corporations. The city has become a center for major film and television production and high-tech companies.

One of the top transportation hubs in the nation, Atlanta is connected to the world. It fosters a strong sense of community and has outstanding cultural and performing arts venues, a wide range of professional sports, world-class cuisine, and an abundance of recreational opportunities. The Georgia Aquarium, the Martin Luther King, Jr. Historic Site, the Atlanta Zoo, the High Museum, the College Football Hall of Fame, and the Atlanta Botanical Garden are only a few of the favorites that attract millions of visitors each year.

Application and Nomination Process

Confidential inquiries are welcomed, and nominations are invited.

Applications

- 1) Application packet must include:
 - a) A letter of application that addresses the responsibilities and qualifications of the position
 - b) Curriculum vitae
 - c) At least four references with full contact information including e-mails (*References will not be contacted without consent from applicant.*)
- 2) **Submit application packet** (preferably as PDFs) to **Clayton-Provost@myersmcræ.com** by **April 8, 2023 for best consideration.** Additional information will be requested upon receipt of application. Applications will be accepted until the position is filled.

Nominations

Submit nominations to:

Clayton-Provost-nominate@myersmcræ.com

with complete contact and e-mail information for the individual being nominated.

Emily Parker Myers, CEO of Myers McRae

Executive Search and Consulting, is conducting this search. **Jessica Thompson**, Associate Vice President and Executive Search Coordinator, is assisting.

Request a conversation regarding this search at jessicathompson@myersmcræ.com.

