

University of La Verne



Provost and Vice President for Academic Affairs August 2020



Dr. Katherine Haley

The Opportunity

The University of La Verne seeks a dynamic, innovative, and seasoned leader to serve as provost and vice president for academic affairs. Founded in 1891, the University of La Verne is composed of the College of Arts and Sciences (CAS), the College of Business and Public Management (CBPM), the LaFetra College of Education (LFCE), and the College of Law (COL), as well as eight regional and online campuses (ROC). There are 55 undergraduate programs, 19 master's degrees, four doctoral programs, and eight credential programs.

Of the 269 full-time faculty, mostly tenured or on the tenure track, 30% identify as persons within racial and/or ethnic underrepresented populations in higher education. Across all the colleges, the University of La Verne's more than 8,000 traditional age and adult learners make the university one of the most diverse in the nation, and 44% are first-generation students. The student demographic diversity reflects the population of Inland Southern California, with more than 63% declaring themselves members of ethnic minority groups, including 48% Latinx, 6% African American, and 6% Asian American/Pacific Islander, and 7% international. The student/faculty ratio is 15:1. More than 90% of the University of La Verne's traditional age undergraduates receive institutional financial aid.

In 2020, *U.S. News & World Report* ranked the University of La Verne 4th in the country for social mobility, ranking first among private institutions. The university is also ranked #11 among California private national universities. A federally designated Hispanic Serving Institution (HSI), the university is one of 361 campuses nationally to receive the Carnegie Foundation's Classification for Community Engagement. In 2014, the White House named the University of La Verne to the President's Higher Education Community Service Honor Roll and designated the university among the top five institutions in the category of interfaith and community service.

The provost and vice president for academic affairs reports directly to the president and serves on the President's Cabinet. The provost's responsibilities span strategic planning, policy formulation, budgetary decision-making, assessment and continuous improvement, and faculty support and supervision. The provost will inspire faculty, staff, and students to achieve ambitious goals through effective organization and allocation of resources. The provost works collaboratively with the president and other university leaders toward the achievement of institutional goals and offers advice and counsel on both the academic programs and the student experience.

The successful candidate will be an experienced academic leader who has held progressively responsible administrative roles in an academic setting. She or he will have demonstrated a record of ethical, fair, and innovative leadership, with excellent interpersonal, problem solving, and communication skills, as well as a strong commitment to diversity and inclusion and a respect for shared governance. Required credentials are an earned terminal degree in the candidate's field, with a strong record of scholarship and teaching. The successful candidate will present significant academic administrative experience with evidence of sound fiscal and personnel management, integration of academics and the co-curriculum, and a focus on ensuring success for all members of an academic community.

The University of La Verne: Institutional Overview

The University of La Verne is a private not-for-profit university located in La Verne, California, approximately 35 miles east of Los Angeles.

Founded in 1891, the university offers 55 undergraduate programs, 19 master's degrees, four doctoral degrees (including a juris doctorate), and eight credential programs.

Across the four colleges and 10 campuses, the University of La Verne's more than 8,000 traditional age and adult learners make the university one of the most diverse institutions in the nation. Of the traditional undergraduate enrollment 44 percent are first-generation students. More than 90% percent of University of La Verne students receive some form of institutional financial aid.

For the past 50 years, the university has been recognized as a pioneer in adult education, offering specialized programs for adult learners at the La Verne and regional campuses.



The University of La Verne is dedicated to the belief that a quality, values-based education enriches the human condition by engendering community engagement, scholarly accomplishment, and professionalism. Along with encouraging diversity and inclusion, the university focuses on the individual as evidenced in its student/faculty ratio of 15:1. Professors are personally engaged and committed to delivering an education that is experiential and centered on “theory to practice.” All faculty and staff are committed to student achievement: academic, personal, and professional.

In January 2015, the Carnegie Foundation awarded the University of La Verne its prestigious Carnegie Foundation Community Engagement Classification. When achieving this classification, the foundation noted the university’s alignment between campus mission, culture, leadership, resources, and practices that support community engagement. In 2020, *U.S. News & World Report* ranked the University of La Verne 4th in the country for social mobility, ranking first among private institutions. The university is also ranked #11 among California private national universities.

University Vision

The University of La Verne will be nationally recognized for its enriching and relevant educational experience, which prepares students to achieve more than they ever imagined.

University Mission

The University of La Verne offers a distinctive and relevant educational experience to a diverse population of traditional-age, adult, and graduate learners, preparing them for successful careers and a commitment to life-long learning across the liberal arts and professional programs.

Core Values of the University of La Verne

- **Ethical Reasoning:** The university affirms a value system that actively supports peace with justice, respect of individuals and humanity, and the health of the planet and its people. Students are reflective about personal, professional, and societal values that support professional and social responsibility.
- **Diversity and Inclusivity:** The university supports a diverse and inclusive environment where students recognize and benefit from the life experiences and viewpoints of other students, faculty, and staff.
- **Lifelong Learning:** The university promotes intellectual curiosity and the importance of lifelong learning. It teaches students how to learn, to think critically, to be capable of original research, and to access and integrate information to prepare them for continued personal and professional growth.
- **Civic and Community Engagement:** The university asserts a commitment to improving and enhancing local, regional, and global communities.

History of the University of La Verne

The university’s focus on values-based, community-based learning is rooted in its 130 year history. Founded in 1891 as Lordsburg College by members of the Church of the Brethren, both the college and agricultural community were renamed La Verne in 1917. Through the next five decades, campus facilities multiplied fourfold and the Board of Trustees became independent of church control. In the 1960s, the University of La Verne awarded its first master’s degree, and in 1979, its first doctorate. In 1969, the university launched degree offerings to post-traditional aged learners. The College of Law opened in 1970.

After considerable growth and profound changes of scope, the institution reorganized in 1977 as the University of La Verne. To further improve access for students, the university developed a presence in regional campuses that now include Irvine, Burbank, Oxnard, Ontario, Bakersfield, Victorville, Vandenberg Air Force Base, and Naval Base Ventura County. In 2000, a separate campus for the College of Law was established in Ontario, California.

Throughout the past decade, the University of La Verne has renovated or newly constructed more than half of its buildings and it completely developed the core of its La Verne campus. Some of the latest projects include two new residence halls and a dining hall, a state-of-the-art parking complex for more than 900 vehicles, the Randall Lewis Center for Well-Being and Research, and the Ludwick Center for Spirituality, Cultural Understanding, and Community Engagement. The university has also developed Campus West, an athletics complex for baseball and softball, while remodeling the Sports Science and Athletics Pavilion.

The university continues its legacy through its commitment to a quality, values-based education that enriches the human condition, engendering community engagement, scholarly accomplishments, and professional growth. The curriculum is dedicated to theory to practice, learning by doing, and experiential learning.

Academic Programs

Academics at the University of La Verne are centered around theory to practice. The university strives to achieve educational excellence by continuously strengthening resources and enhancing facilities and technology to give students professional and hands-on learning experiences. The university offers 55 undergraduate programs, 19 master's degrees, four doctoral programs, and eight credential programs. Academic leadership is distributed across four colleges:

- The College of Arts and Sciences offers more than 50 majors, minors, and certificates, as well as three masters' degrees and a doctorate in psychology.
- The College of Business and Public Management offers several undergraduate majors and minors, as well as eight masters programs and a doctorate in public administration (DPA).
- The LaFetra College of Education includes several undergraduate and master's degrees, as well as a doctorate in education and organizational leadership (EdD).
- The College of Law program is offered at its own campus in Ontario, CA.

The Regional and Online Campuses (ROC) collaborate with the colleges to serve post-traditional students/adult learners at the regional campuses, online, and select locations throughout California. ROC prepares students to learn, grow, and succeed in today's constantly changing professional environment.

Health Initiatives

Over the past four years, the university has launched initiatives and academic programs designed to address the pressing need for improved health and well-being throughout Inland Southern California. Those initiatives include a master's degree program in physician assistant practice, a master's degree in athletic training, and the recent launch of the Randall Lewis Center for Well-Being and Research, which serves as a unique hub for teaching, research, community partnerships, and healthy lifestyle habits for students, employees, and the broader community.

The Board of Trustees, in May, approved the creation of a new College: The College of Health and Community Well-Being. This initiative is just beginning.

La Verne Campus

- Traditional Undergraduate
- Graduate

Regional Campuses

- Bakersfield
- Burbank
- Irvine
- Ontario
- Oxnard
- Victorville
- Vandenberg Airforce Base
- Naval Base Ventura County
- Campus Accelerated Program for Adults (CAPA)
- La Verne Extended Learning

Online Learning

- La Verne Online
- Professional Development Courses

Centers for Educators

- Teaching, Special Education, Counseling, School Psychology



The La Verne Experience

The La Verne Experience (LVE) is the University of La Verne's signature academic initiative. This nationally recognized and unique program is driven by the institution's commitment to educate the whole student, one who will succeed academically, and will move on to a productive career as a responsible community member and thoughtful citizen. The La Verne Experience provides the opportunity for students on all campuses and in all programs to participate in bringing theory to practice academically and professionally.

Learning communities provide the opportunity for students and faculty to focus on meaningful learning outcomes, supporting the idea that education is not only an individual achievement, but one to be shared with others. The La Verne Experience builds connections to students' discovery and personal growth.

The e-portfolio is a digital electronic showcase of the students' undergraduate work over the 4 years at the University of La Verne. The e-portfolio is developed throughout the four-year La Verne Experience, in general education and major courses, FLEX (First Year Learning Experience) writing courses, and other touch points. The e-portfolio helps students master their own digital presence. It also builds and collects materials that can be effective in their resumes, future job interviews, and other professional opportunities.

The Honors Program

The Honors Program offers a challenging intellectual experience that complements any major at the university. Open to students with proven academic success in high school, the rigorous curriculum is taught by passionate and knowledgeable professors and allows an opportunity concurrently to complete most general education requirements.

Student Life

The University of La Verne includes a diverse and supportive community of faculty, staff, and students, dedicated to meeting the needs of all students. There are over 90 student organizations, all of which offer opportunities for leadership development, academic support, networking, personal growth, and community service.

Students at the University of La Verne integrate the La Verne Experience into all areas of their lives. Co-curricular activities include all university-related activities that take place outside of the regularly-scheduled, classroom-taught courses. This may include examples such as students participating in intercollegiate sports, tutoring a middle school student, or providing tax assistance to those in need. Classroom time and time spent studying is only a part of a student's experience. The co-curricular opportunities abound at the university, whether on the La Verne Campus or one of the regional campuses. With lifelong learning valued as a part of the foundation of the University of La Verne, developing the whole student is a top priority of the student's life at the university. The Office of Civic and Community Engagement; the Office of Diversity, Equity, and Inclusion; the Office of Multicultural Services; the Campus Activities Board; and other University of La Verne resources offer each student numerous ways to fully participate in their own educational experiences.



Student Affairs and the entire campus is committed to:

- Fostering a supportive climate — diverse, caring and nurturing
- Integrating academics and student life
- Advocating for student success
- Promoting diversity and inclusion
- Encouraging holistic development
- Enforcing standards of conduct
- Establishing a community of learners

Athletics

At the University of La Verne, approximately 30% of all traditional-age undergraduate students participate in intercollegiate athletics annually. An NCAA Division III member, the University of La Verne does not offer scholarships based on athletic ability. Its athletic programs are dedicated to developing scholar-athletes who demonstrate a commitment to academic, community, and athletic success. Intercollegiate athletics are an integral part of the overall college experience, engaging the campus community and establishing a sense of spirit and pride while promoting a healthy lifestyle and fitness of mind and body.

Leos participate in significant and qualitative community engagement while also achieving academic outcomes that meet or exceed those of the general student population. A member of the Southern California Intercollegiate Athletic Conference (SCIAC), the University of La Verne fields 18 teams (nine men's, nine women's), several serving as standard bearers:

- Women's volleyball is a perennial national contender with three national titles (1981, 1982, 2001) and 21 conference championships in its history.
- Baseball has a national reputation stretching back five decades, with two national titles (1972, 1995) and 19 conference titles.
- Football's competitive tradition can be traced back 83 years and is a keystone of the university's athletic legacy.
- Softball has established a competitive reputation, earning eight NCAA Division III playoff berths over the past 11 seasons.
- Men's golf, winners of four straight SCIAC titles, has placed second at the Division III national championship tournaments (2007, 2009) and finished in the top five in three of the last four years.
- Soccer (men's and women's) features winners of SCIAC Scholar-Athletes of the Year and SCIAC Awards of Distinction.

Key Colleagues



Devorah Lieberman
President

Devorah Lieberman is the 18th president of the University of La Verne, a nationally ranked and Carnegie-designated private institution for community engagement. She assumed the presidency in 2011. As president, she demonstrates unwavering commitment to the mission and vision of the University of La Verne, and constant dedication to the remarkable students the university serves. President Lieberman has broadly published books and articles in higher education literature on the topics of intercultural communication, faculty development, diversity, and institutional transformation. President Lieberman is a member of the following boards: Casa Colina Centers for Rehabilitation, the LA County Fairplex, Association of Independent California Colleges and Universities, New American Colleges and Universities, and the Coalition for Urban and Metropolitan Universities. She graduated with her PhD from the University of Florida; with her MA from San Diego State; and with her BA from Humboldt State.



Sherri Mylott
Vice President, University Advancement

Sherri Mylott joined the University of La Verne in February 2017 and serves as the vice president of University Advancement. She has more than 25 years of experience in development serving as vice president at institutions small and large and she has participated in five successful comprehensive campaigns. She served as vice president for development at Virginia Tech, where she led its 11-unit university programs division in raising \$373 million. Mylott has developed and implemented successful fundraising strategies while creating entrepreneurial environments and a culture of collegiality. In each of her roles, she has been a successful principal gift fundraiser, has provided administrative oversight, and has mentored and trained development and alumni officers. Mylott earned a BA from the College of William & Mary and a Masters of Public Administration from Old Dominion University, both in Virginia. She has also received a Certificate in Fundraising Management from the Indiana University Lilly Family School of Philanthropy and a Certificate in Leadership from Virginia Commonwealth University.



Todd Britton
Associate Vice President of the Office of Information Technology and
Chief Information Officer

Todd Britton is a technology professional well versed in organizational leadership, information technology, risk management, program and project management, and technology governance. Britton came to the University of La Verne in 2008 from private industry and provides strategic leadership and operational management through oversight of the Office of Information Technology. Britton, a lifelong learner, achieved his doctoral degree in organizational leadership and management in 2014, studying open source software needs in budget-challenged California universities. Britton is a frequent invited speaker, panelist, guest lecturer, and executive education instructor in national and international academic and business forums.



Mary Aguayo
Vice President of Strategic Enrollment Management

Mary Aguayo provides strategic leadership and operational management focused on recruiting, enrolling, and graduating students through oversight of the offices of Admissions, Financial Aid, Strategic Communications, and Extended Learning. She came to the University of La Verne in 2018 from the University of Wyoming. She has particular expertise in working with transfer students, access and equity, educational attainment, and institutional data analysis. She is active in AACRAO and is a frequent presenter on enrollment management topics both regionally and nationally. Aguayo holds a BA and a Masters of Public Administration, both from the University of Wyoming. Aguayo also serves as an associate consultant for Ruffalo Noel Levitz.



Avo Kechichian
Vice President of Finance and Facilities and Chief Financial Officer

University of La Verne alumnus ('80, '82) and current chief financial officer Avo Kechichian oversees all strategic financial planning and analysis for the university. Kechichian provides leadership to University of La Verne's budgeting, financial strategic planning and resource allocation, innovative business solutions, and development of operating strategies that enhance revenues and efficiencies that lead to more cost-effective administrative practices and best-in-class processes. He joined the university's payroll office in 1985 and has served in several positions within the Division of Financial and Business Services. He holds an MBA from University of La Verne and was awarded the *Los Angeles Business Journal* CFO of the Year Award in 2014.



Doajo Hicks
General Counsel and Chief Human Resources Officer

Doajo Hicks serves as general counsel and chief human resources officer for the University of La Verne. He brings a wealth of expertise to the positions, having gained previous experience as an attorney, professor, diversity officer, police officer, and member of the Coast Guard. Hicks came to the University of La Verne from Dixie State University in St. George, Utah, where he was general counsel, chief diversity officer, and chief legal officer. Along with his executive duties at Dixie State, Hicks served as a part-time faculty member who taught criminal law and race and the law classes. Hicks served as a federal and state certified police officer in Arizona, where he was the inaugural recipient of the Pat Tillman Courage Award after sustaining a gunshot wound in the line of duty. Hicks earned bachelor's and master's degrees in operations management from Arizona State University, a juris doctorate from Cleveland Marshall College of Law, and a master's in law from the University of Oklahoma.



Alexandra Burrel
Chief Diversity, Equity and Inclusions Officer

Alexandra M. Burrel completed her Doctor of Philosophy in Higher Education Administration from Morgan State University, Bachelor of Arts in Sociology and her Master of Arts in Counselor Education: College Counseling both from Western Michigan University in Kalamazoo, MI. For the past 14 years, her professional career has been focused on diversity and inclusion, student development, recruiting, institutional event planning, and administration while working for institutions such as Michigan State University, Morgan State University, Howard University, and Monmouth University.



Rod Leveque
Associate Vice President of Strategic Communications

Rod Leveque is associate vice president of strategic communications, which encompasses advertising and marketing; digital communications; enrollment communications; creative services; and public relations. He joined the University of La Verne in 2016 after six years of higher education communication and marketing experience at the Claremont Colleges. He has managed integrated marketing campaigns, and secured high-profile media placements in outlets including ABC, BBC, *Los Angeles Times*, NPR, *New York Times*, MTV, *Today Show*, *Washington Post*, and many others. Prior to working in higher education, Leveque was an editor and award-winning reporter for the Southern California News Group.



Juan Regalado
Chief Student Affairs Officer

Juan Regalado has served in various roles at the University of La Verne over the last 10 years, including assistant dean of students, associate dean of students, dean of students, and currently chief student affairs officer. Regalado received his BA in Psychology from UC Irvine, his MEd from the University of Maryland, and is pursuing his PhD at the Claremont Graduate University. Prior to University of La Verne, Regalado worked in the UC and CSU systems in various roles. Professionally, he has sought to focus his career on the values of student centeredness, diversity and inclusion, organizational learning, collaboration, and positivity. He is active member of NASPA, having most recently served as a NASPA region 6 board member.



Shannon Capaldi
Director, Office of the President and Board Affairs

Shannon Capaldi is the director of the Office of the President and board affairs at the University of La Verne. In her role, she is charged with leading special, cross-unit initiatives and projects which currently include developing the university's strategic plan, facilitating the establishment of the Randall Lewis Center for Well-Being and Research, and launching the Terrence E. Deal Leadership Institute. Capaldi earned her bachelor's and master's degrees in communications from California State University, Fullerton and her doctorate in organizational leadership from the University of La Verne.

Candidate Qualities and Qualifications

The university's next provost will assume leadership at one of the most unique and challenging times in higher education. The COVID-19 challenge requires a leader who can effectively manage organizational and cultural change in a constantly shifting reality. The successful provost candidate will possess an innovative and entrepreneurial spirit, excellent leadership skills, the ability to prioritize, multitask, and be an effective and collaborative team member.

The provost and vice president for academic affairs will:

- Advance the academic quality and stature of the university.
- Provide a leadership role in planning, developing, administering, and implementing the educational programs, mission, and philosophy of the university.
- With a knowledge of the priorities and trends in higher education, provide appropriate policy and program recommendations to the president and board of trustees.
- Monitor the academic portfolio and keep current with new teaching and learning approaches to meet the challenges of COVID-19 and assure institutional sustainability.
- Promote effective and innovative advancements in educational pedagogies, methodologies and technologies. provide leadership in the integration of assessment and continuous improvement across all academic programs, the library and Learning Commons.
- Lead and participate in the national conversation about quality and the future of higher education.
- Oversee the management of the budgets for all programs that report to the provost.
- Promote and support the highest standards for teaching excellence.
- Provide leadership for faculty recruitment, retention, professional development, evaluation, promotion, and compensation in cooperation with the deans, president, and Board of Trustees.
- Foster and support scholarship, research, and grant writing.
- Continue to lead and support a culture of accomplishment and accountability.
- Oversee Student Life:
 - Maintain a high quality student experience.
 - Support student advisement and retention.
- Foster a climate of respect for diversity, equity, and inclusion; demonstrate a commitment to an inclusive curriculum and co-curriculum, and advancement of diversity initiatives.
- Serve as liaison to and representative of Faculty Senate; Faculty Assembly; Faculty Personnel Committee; serve as member of University Management Council, President's Cabinet; chair the Provost Council and Deans' Council; represent the academic division, including faculty needs, interests and desires, in administrative decision making, including with the Board of Trustees Executive, Finance, and Academic Affairs Committees.
- Collaborate effectively with faculty and the administration in a shared governance environment.
- Serve as liaison for regional accrediting agencies and other institutions or organizations of higher education.
- Collaborate closely with the vice president for strategic enrollment management on academic programs, face-to-face and online, on all University of La Verne campuses.
- Collaborate with the president on institutional vision and short-term and long-term institutional goals.
- Collaborate with the president and Office of Advancement on donor development.
- Work effectively with the departments of finance, operations, and human resources to support academic excellence throughout the university.
- The next provost should be a skilled relationship builder and an enthusiastic advocate of establishing partnerships and collaborations within the health, business, education, and law communities throughout Inland Southern California.

Candidate Qualifications

The ideal candidate for the position of provost and vice president for academic affairs will have:

- An earned doctorate or terminal degree in their field of study (required)
- Successful experience in a senior leadership role in academia at the level of provost, dean, or comparable position
- Demonstrated ability to manage change within a fast-paced and dynamic environment
- A strong understanding of the financial model of a private, tuition driven institution of higher education
- Appreciation for a diversity of learners and professors and demonstrated ability to build and implement an infrastructure that ensures success for all members of an academic community
- Demonstrated experience leading ongoing efforts to assure institutional effectiveness and meet accreditation standards
- Demonstrated track record in meeting and exceeding measurable goals
- Background and strong understanding of the importance of strategic planning
- High level of energy and the intellectual capacity to partner effectively with the president and university leaders who have high expectations and an ambitious vision
- Track record of recruiting, developing, retaining, and holding accountable a high-caliber staff, and building an effective team
- Demonstrated leadership skills and abilities
- Excellent planning, organizational, and prioritizing skills
- Highest standards of honesty, trustworthiness, personal integrity, and professional ethics
- Commitment to financial accountability and demonstrated ability to manage resources effectively
- Strong decision maker
- Demonstrated ability to work closely with the president and collaboratively with the other vice presidents and cabinet members

Desired Leadership Qualities

- Authenticity
- Resilience
- Effectiveness
- Self-assurance
- Inquisitiveness
- Flexibility
- Data-driven decision maker
- Excellent follow through
- Initiative seeker
- Decision maker
- Transparency
- Emotional Intelligence
- Consistency
- Ability to build interpersonal trust
- Ability to optimize human potential
- A sense of humor

Direct Reports to the Provost

- Vice Provost, Planning, Strategy, Educational Effectiveness and ALO
- Vice Provost and Dean, College of Arts and Sciences
- Vice Provost and Dean, College of Business and Public Management
- Associate Vice President, Regional and Online Campuses (ROC)
- Dean, LaFetra College of Education
- Dean, College of Law
- Associate Provost of Undergraduate Programs and Director of the La Verne Experience
- Bauccio Endowed Executive Director of the Randall Lewis Center for Well-being and Research
- Chief Student Affairs Officer
- University Chaplain
- Athletics Director
- Executive Assistant to the Provost
- Registrar

Salary and Benefits

The University of La Verne offers a competitive benefits and compensation package.

Location

The university's central campus is located in La Verne, California on the eastern edge of Los Angeles County, approximately 35 miles from downtown Los Angeles. Situated at the foothills of the San Gabriel and Pomona Valleys, La Verne is a close-knit community with a small town sensibility. The university's 80-acre campus is located in La Verne's historic Old Town district.

Procedure for Nomination and Application

Dr. Katherine Haley of Haley Associates Higher Education Executive Search LLC is supporting the search and welcomes nominations and inquiries. To make inquiries or nominations, please contact her at: LaVerneProvost@haleyassociates.net or 603-748-4399. To apply, upload your vita, a letter of application, and a list of five annotated references (who will not be contacted until later in the search) at haleyassociates.hiringthing.com.

Review of nominations and applications will begin in August 2020 and continue until the position is filled. For best consideration, application materials should be submitted by October 30, 2020. The start date is flexible but early 2021 is preferred.

The university is an equal opportunity employer and does not discriminate for employment or employees on any basis prohibited by state and federal law. Those applicants requiring reasonable accommodation to complete the application process should contact the Office of Human Resources at 909-448-4076



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