

**SAINT LEO UNIVERSITY**  
**DEAN,**  
**DONALD R. TAPIA COLLEGE OF BUSINESS**  
**POSITION PROFILE**



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## Dean

Donald R. Tapia College of Business

Saint Leo University, located just northeast of Tampa, Florida, invites nominations and applications for an exceptional leader to serve as Dean of the vibrant Donald R. Tapia College of Business. The Dean reports to the Vice President of Academic Affairs and provides strategic academic and administrative leadership for the College.

### The College

The Donald R. Tapia College of Business offers programs at the Tampa area main campus; online; and across more than 40 Education Centers located throughout the country. There are more than 8000 students enrolled in the undergraduate and graduate programs, and the doctoral program making this the largest Catholic business college in the nation. For more information please click here: <https://www.saintleo.edu/school-of-business>.

An overview of the programs include the following as well as II minors.

	Associates (AA.BA, AA.CYBS, AA.IT)
Undergraduate Majors	Business Administration (AA)
	BA/MBA: Management (3+1)
	BA/MBA: Marketing (3+1)
	BA: Accounting
	BA: Communication Management
	BA: Economics
	BA: International Tourism and Hospitality Management
	BA: Management/Business Administration
	BA: Marketing
	BA: Multimedia Management
	BA: Sport Business
	BS: Computer Information Systems
	BS: Computer Science and Information Assurance
	BS: Cybersecurity
	BS: Health Care Administration

Graduate Programs	MAcc: Accounting
	MBA: Business Administration
	MBA: Accounting
	MBA: Cyber Security Management
	MBA: Data Analytics
	MBA: Health Care Management
	MBA: Human Resource Management
	MBA: Marketing
	MBA: Project Management
	MBA: Social Media Marketing
	MBA: Sport Business
	MBA: Supply Chain Global Integration Management
	MS: Cybersecurity
	DBA: Doctor of Business Administration

Students are guided by committed faculty and ultimately create a personal legacy of character and integrity, developing into responsible global citizens poised to contribute to society.

The programs are distinct in their student-centered teaching, future-oriented research, entrepreneurial leadership and close relationships with alumni and community leaders. These are accredited by the Accreditation Council for Business Schools & Programs (ACBSP) and Commission on Sport Management Accreditation (COSMA), and National Security Agency (NSA)/Department of Homeland Security (DHS).

Historically students have published papers in esteemed academic journals, from the *Leadership and Organizational Management Journal* to the *Ethics & Critical Thinking Journal*; presented original research and portfolio work at national conferences; toured European and Latin American global financial centers to learn firsthand the complexities of overseas markets; participated in *Agency 52*, a student consulting initiative; and assisted in the development of full-featured strategic plans for industry partners including a pharmaceutical design and manufacturing firm located in the state of Florida. In addition, they are encouraged to participate in the College's annual Business Week activities, and are actively engaged in the many Saint Leo student chapters of professional organizations.

### **The University**

Saint Leo University is one of the largest and most innovative Catholic universities in the United States. Saint Leo enrolls students at the traditional University Campus, Worldwide at more than 40 education centers and offices, and through online learning. University-wide, Saint Leo enrolls students from all over the United States and 86 countries. Saint Leo University ranks as one of the nation's leading providers of higher education for active duty military and veterans, and it is a nationally recognized leader in online education.



## **University Leadership**

### ***President Jeffrey Senese***



Dr. Jeffrey D. Senese assumed the presidency of Saint Leo University on April 30, 2018 after serving as Provost and Senior Vice President for Academic and Student Affairs. Saint Leo University is Florida's first Catholic University and among the nation's largest.

President Senese earned his bachelor's degree in criminal justice from the Pennsylvania State University; his master's degree in criminology from Indiana State University; and a Ph.D. in criminal justice/research methods/statistics from Michigan State University. He has served as a faculty member, department chair, associate dean, chief academic officer and provost and has extensive international work experiences in Asia, Europe, and South Africa.

### **The Position**

Reporting directly to the Vice President of Academic Affairs, the Dean for the Donald R. Tapia College of Business supports excellence in teaching and innovative curricular development in a student-centered learning environment at the main campus, the extended learning centers, and with all online learning offerings. The Dean will oversee a team that includes ten full-time staff, eight chairpersons and 69 full-time faculty members. He or she will be part of the leadership team that includes the Dean of Arts and Sciences and the Dean of Education and Social Services and the Vice President of Academic Affairs.

The Dean has the following responsibilities:

- Facilitate curriculum development, academic planning, student learning and program outcome assessment, program review and evaluation, and budget management for all academic departments, faculty, and staff assigned to the college;
- Develop new programs based on supporting data;
  
- Develop and support faculty;
- Develop and guide strategic planning;
- Oversee support staff;
- Represent the college and the university in the external community with the goal of establishing long-term, productive relationships between the College of Business and the Tampa Bay business community;
- Sustain ongoing and cooperative processes for internships, job opportunities for graduates, and real-time adjustments of course content to meet the expressed needs of the business community;
- Provide active daily guidance and supervision for the College of Business academic unit;
- Facilitate curriculum development, academic planning, student learning and program outcome assessment, program review and evaluation, and budget management for all academic departments, faculty, and staff assigned to the college;

- Actively engage in fundraising events in collaboration with University Advancement;
- Provide oversight and guidance for accreditation activities; and
- Other duties as assigned by the Vice President for Academic Affairs and/or the President.

This is a full-time, twelve (12) month administrative position with faculty rank.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Understand and appreciate the Catholic and the Liberal Arts traditions of the University;
- Strong interpersonal and communication skills, managing individually, and especially in a team environment;
- Strong record in higher education of teaching, innovative and successful program development, and scholarship;
- Demonstrated teaching quality;
- Demonstrated leadership skills;
- Outstanding public speaking ability; and
- An ability to introduce and sustain a contemporary and innovative community within the College.

**EDUCATIONAL REQUIREMENTS / QUALIFICATIONS:**

- Doctorate from a regionally accredited institution in business or related business field;
- Minimum of three (3) years administrative experience as an assistant/associate dean or dean or equivalent senior administrative experience;
- Record of published research; and
- Demonstrated record of successful academic leadership.

## **Nomination and Application Process**

The search committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled.

In order to assure the fullest consideration, candidates are encouraged to have complete application materials submitted to the search firm assisting the University by Tuesday, September 18, 2018.

Requested application materials include:

1. Letter of interest;
2. Curriculum vitae
3. Values Statement

*Each candidate is asked to review Saint Leo University's Mission, Vision, and Values Statements and summarize, in 500 words or less, how he or she sees the alignment between their values and the values, goals, objectives and priorities of the University.*

[\(http://choose.saintleo.edu/about-saintleo/core-values/\)](http://choose.saintleo.edu/about-saintleo/core-values/)

4. Five references with related contact information - telephone number, and e-mail addresses. (Please include one person who reported directly to you; one to whom you reported; and a peer/colleague.)

All applications, nominations, and inquiries will remain confidential. References will not be contacted until after the first screening of applications and then only after the applicant has given explicit permission. All application materials must be submitted electronically in Microsoft Word or PDF format.

Applications, letters of nomination, and inquiries should be submitted to:



Jan M. Asnicar, Partner  
Storbeck/Pimentel & Associates  
Email: [j.asnicar@storbeckpimentel.com](mailto:j.asnicar@storbeckpimentel.com)

Refer to code "**SAINTLEO-BUSINESS**" in subject line

*Saint Leo University does not discriminate on the basis of age, color, disability, ethnic origin, genetic information, gender, nationality, race, religion, or veteran status, or any other category protected by federal, state, or local law in its educational programs, admissions policies, financial aid, employment, or other school administered programs.*