



Executive Associate Dean of Academic Affairs Position Profile

The University of Nevada, Las Vegas (“UNLV”) invites nominations, expressions of interest, and applications for the position of **Executive Associate Dean of Academic Affairs**, Harrah College of Hospitality.

The University

Founded in 1957, UNLV is a doctoral-degree-granting urban research university with a vibrant and culturally-diverse campus community. The University is ranked in the category of “higher research activity” by the Carnegie Foundation. UNLV serves approximately 29,000 students, including 4,500 graduate and professional students, supported by about 1,100 faculty and scholars. UNLV offers a broad range of respected academic programs and is on a path to join the ranks of top tier national public research universities. The University’s Top Tier strategic plan has five pathways goals, each of which is tied to an overall goal of diversity, equity, and inclusion. The University is committed to recruiting and retaining top students and faculty; educating the region’s diversifying population and workforce; driving economic activity through increased research and community partnerships; and, creating an academic health center for Southern Nevada that includes the launch of a new UNLV School of Medicine.

UNLV is Southern Nevada’s premier metropolitan research university and was recently designated as a Hispanic Serving Institution (HSI). UNLV is also a Minority Serving Institution (MSI), and Asian American and Native American Pacific Islander Serving Institution (AANAPISI). The University is located on a 332-acre main campus, with two satellite campuses in Southern Nevada. For more information about UNLV, please visit: <https://www.unlv.edu/>.

The College

Situated just blocks away from the world’s greatest hospitality laboratory—the Las Vegas Strip—the Harrah College of Hospitality enjoys unparalleled access to the hotels and resorts that are shaping the industry. Consistently ranked among the top five hospitality programs in the world, the College provides students with the theoretical and practical foundation needed to succeed in the competitive hospitality field. Faculty members are internationally-renowned, and alumni consist of some of the most influential leaders in the industry, with graduates overseeing major hotel brands, popular restaurants, event firms, and Fortune 500 companies.

The College offers a Bachelor of Science in Hospitality Management with concentrations in Gaming Management, Meetings and Events, PGA Golf Management, and Restaurant Management; an Executive Master of Hospitality Administration; a Master of Science in Hotel Administration; and a Doctor of Philosophy in Hospitality Administration. In addition, the College offers two dual degrees: a Master of Business Administration and Master of Science in Hotel Administration; and a Master of Science in Hotel Administration and Master of Science in Information Management Systems.

In the Fall of 2017, the College enrolled 2,252 undergraduate students, 96 graduate students, and 21 doctoral students. The College has approximately 45 faculty and 33 staff members that consist of classified and professional staff.

The College believes that partnering with industry is key to students' success. Each year, the College organizes nearly 600 internships, welcomes more than 100 national hospitality brands for recruitment events, and pairs an average of 175 industry mentors with students. These crucial relationships help build careers.

Hospitality Hall

Harrah College of Hospitality students study, collaborate, and are inspired in its new academic building, Hospitality Hall. The building was paid for by a split of donations and state funds. Instead of one name on the building, each of the major donors, which accounted for more than \$24 million of the funding, adorn different areas of the building.

With modern amenities and experiential learning spaces, Hospitality Hall attracts students and educators with a true passion for the hospitality industry. The building's facilities provide a platform to raise the bar when it comes to hospitality education as well as strengthen the relationship between the College and industry mentors, collaborators and supporters. The building opened in early 2018 and showcases a number of unique amenities, including an executive kitchen, interactive classrooms, a student-run café, a Center for Professional Golf Management, and special event spaces with sweeping views of the famous Las Vegas Strip.

Considered the crown jewel of Hospitality Hall, the kitchen is glassed in on two sides overlooking the Strip and features 10 stations with all new equipment that includes conventional ranges, top-notch hoods, and cutting-edge combination ovens. The stations are all perfectly lined up and attuned to the front of the class, where instructors will demonstrate techniques, meticulously detailed by a pair of cameras that broadcast to monitors mounted along the top of the kitchen.

Across from the test kitchen, Southern Glazer's Wine & Spirits will fit out a beverage lab, so the mixologists of tomorrow will have a dedicated space to shake up spirits and gather tasting notes from master sommeliers. The beverage lab will work in concert with the test kitchen to keep guests at events on the outdoor decks properly entertained, and afford students the chance to operate in a tightly integrated catering environment. The building also houses Rebel Grounds, a five-days-a-week coffee shop run by three student-managers.

Hospitality Hall is home to the Dwaine Knight Center for Golf Management, named for the longtime UNLV coach. It will feature a swing lab. Golfers will wear motion-capture tracking suits so golf management students learn how to interpret that data to correct flaws in a player's swing. The Center will also boast a club repair/alteration lab, a Trackman simulator where golf management students can give lessons, a pro shop, and indoor and outdoor putting greens for anyone who needs to get out of the classroom and into their short game.

For more information about the Harrah College of Hospitality, please visit <https://www.unlv.edu/hospitality>

The Position

Reporting to the Dean, the Executive Associate Dean of Academic Affairs ("EADAA") serves as the Chief Academic Officer for the Harrah College of Hospitality. The EADAA is responsible for new program development and promoting excellence in teaching and learning. This role lends thoughtful leadership and strategic guidance to department chairs, directors, and faculty members in the creation, implementation, and evaluation of curriculum ranging from baccalaureate to doctoral degree programs.

The Executive Associate Dean is responsible for leading the tenure and promotion review process, organizing and guiding faculty searches and hiring processes, and coordinating the

annual review of the College. The EADAA oversees professional development for faculty as well as new and continuing department chairs.

The Executive Associate Dean, in collaboration with department chairs, is responsible for the overall administration of undergraduate and graduate programs. The EADAA works in partnership with faculty to create a culture that embraces academic excellence and enhances the quality and distinction of program offerings and the attainment of student success outcomes. The EADAA is responsible for ensuring compliance with the Northwest Accreditation Commission standards and with all program specific professional accreditation requirements.

The Executive Associate Dean serves as a member of College's senior leadership team and works closely with the Dean to marshal the resources necessary to create and implement a comprehensive enrollment strategy focused on sustainable enrollment growth. The new EADAA will develop and put into effect initiatives aimed at improving undergraduate and graduate retention rates and enhancing academic support services. He/she will also develop new methods for assessing student learning outcomes and establish new educational programs and initiatives that will expand the College's revenue streams.

The direct reports to the Executive Associate Dean include the department chairs, the Director of Academic Advising, and the Director of Career Services. The EADAA will work closely with the Director of the PLoS Center and provide academic oversight of the Center's course and program offerings.

Opportunities and Challenges

The Executive Associate Dean will join the Harrah College of Hospitality at a moment of great upward momentum. The College recently celebrated its 50th anniversary and moved into a new state of the art building. The College has renewed its commitment to the hospitality industry and to continue being a leader in the field.

Due to the recent retirement of two esteemed members of the leadership team, the Dean has embraced this opportunity to change the leadership structure of the College, making it more entrepreneurial and responsive to the needs of students, faculty, and industry partners. The College successfully hired a new Associate Dean of Finance and Administration in August 2018 and this individual is expected to join UNLV in December 2018.

The EADAA is a newly created position that will provide academic oversight to the College and allow the Dean to focus more attention on fundraising, industry partnerships, and community outreach efforts. The EADAA will serve as a pivotal leader in the following areas:

- **Strategic Vision** – The EADAA will have the opportunity to work with the Dean in creating a compelling vision for the College and develop an ambitious strategic plan that will bring internal and external stakeholders together to address the goals of the College. The new plan will focus on identifying pathway for the College to continue to serve as a leader in the hospitality industry.
- **Academic Excellence** – As the academic officer of the College, the EADAA will embody the highest academic standards and will serve as chief advocate for excellence and innovation across all academic areas. The EADAA, along with the department chairs, will develop strategies for elevating the College's research profile and national standing while being entrepreneurial in creating new relevant and revenue-generating programs.
- **Research** – The College is committed to the pursuit of hospitality-related scholarly activity and research. The EADAA will strengthen the College's research infrastructure and

promote discovery and engagement in emerging hospitality and tourism research trends, research methodology, and statistical analysis techniques. The EADAA will actively support faculty efforts in pursuing diverse funding sources.

- **International Students** – With over 23% of the total enrollment, international students are an integral part of the College. The EADAA will provide leadership in the development and implementation of policies and programs aimed at creating a positive learning experience for international students. Moreover, the EADAA will provide the leadership necessary to improve student success and provide opportunities for students to learn about American culture, secure internships or temporary employment, and get involved in campus and community events.
- **Team Building** – The EADAA will be an agent of change and innovation for the College. He/she will instill trust, promote collaboration and build morale among faculty and staff. More importantly, he/she will engender a high level of excitement about the future of the College.

Required and Preferred Qualifications

The successful candidate will have a minimum of three years of administrative experience as associate dean or chair of a complex department. The EADAA will provide strategic direction in realizing the College's vision, identify areas for future growth, further enhance its academic and research portfolio, support its focus on continued excellence, and enhance the quality of the student experience. The EADAA will serve as a catalyst for innovation and research and will be a tireless leader in the development of curricular offerings that serve the needs of students and industry while inspiring faculty and staff.

Required Qualifications

The successful candidate should have:

- A terminal degree from a regionally accredited institution and academic record appropriate for appointment as a full professor with tenure at UNLV.
- A minimum of three years of administrative experience at the department chair or associate dean level.
- A distinguished record of scholarship in his or her own discipline.
- Demonstrated ability to work with faculty from a wide range of disciplines to develop innovative research and scholarly initiatives that leverage faculty's strengths and interests.
- Demonstrated leadership in developing new programs while promoting a cohesive vision for the College.
- Demonstrated ability to work successfully with the University's administration and industry leaders to promote and maintain excellence in academic programs.
- Experience in the creation and implementation of policies and procedures related to faculty hires, promotion, and tenure.
- Demonstrated ability to integrate academic programs with high-impact practices and experiential learning opportunities in support of student success.
- Track record in developing partnerships and collaborations with faculty located at other colleges and schools within the university.
- Demonstrated experience and appreciation for the various facets of diversity, equity and inclusion in a university setting.
- Experience with accreditation processes and knowledge of university-wide and specialized professional accreditation standards.
- Strong financial acumen.
- Demonstrated commitment to faculty development in a shared governance environment.

Preferred Qualifications:

The successful candidate should:

- Be a proven and experienced leader who will inspire trust, build morale, and instill confidence in the College.
- Have a record of serving as a highly motivated, approachable leader and team player who possesses a tremendous level of energy, is decisive, and willing to take calculated risks.
- Have the ability to function effectively in a fast-paced environment.
- Have expertise in change management methodologies and implementation.
- Have experience in the hospitality industry.
- Demonstrate a solid understanding of the role of online and distance education, information technology support, and emerging technologies in support of academic program offerings.
- Be a fair and inclusive leader with a deep understanding of and respect for the College's commitment to shared governance and appreciation for the role of faculty and industry leaders.
- Have a demonstrated understanding of issues related to student success, enrollment management, and academic advising.
- Have a track record of building the global profile of a college or program through the implementation of international and study abroad programs.
- Be collaborative and inclusive in decision-making and problem-solving.
- Have experience exercising broad delegated authority.

Application / Nomination Process

The Search Committee will begin reviewing applications immediately and will continue to accept applications and nominations until the position is filled. Applicants must submit a letter of interest and a detailed resume listing qualifications and experience. Submission of materials via e-mail is strongly encouraged. Nomination letters should include the name, position, address, and telephone number of the nominee. All nominations and applications will be handled in confidence.

Applications and letters of nomination should be submitted to:



Alberto Pimentel, Managing Partner or
Emy Peña, Partner
Storbeck/Pimentel & Associates
6512 Painter Avenue, Whittier, CA 90601
Email: apsearch@storbeckpimentel.com

Refer to "UNLV- Hospitality EADAA" in subject line

UNLV is an Equal Opportunity / Affirmative Action educator and employer committed to achieving excellence through diversity. All qualified applicants will receive consideration for employment without regard to, among other things, race, color, religion, sex, age, creed, national origin, veteran status, physical or mental disability, sexual orientation, genetic information, gender identity, gender expression, or any other factor protected by anti-discrimination laws. The University of Nevada, Las Vegas employs only United States citizens and non-citizens lawfully authorized to work in the United States. Women, under-represented groups, individuals with disabilities, and veterans are encouraged to apply.