

Chair, Mathematics Department
Bryant University

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Job Title	Chair, Mathematics Department
Department	Mathematics http://departments.bryant.edu/mathematics/
Institution	Bryant University Smithfield, Rhode Island
Date Posted	Dec. 2, 2016
Application Deadline	Open until filled
Position Start Date	Aug. 1, 2017
Job Categories	Department Head/Head/Chair
Academic Field(s)	Mathematics/Applied Mathematics
Job Website	https://employment.bryant.edu
Apply Online Here	https://employment.bryant.edu

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Job Description

The Department of Mathematics of Bryant University invites applicants for the position of Department Chair to begin August, 2017. The search will continue until an appropriate candidate is hired.

Throughout its more than 150 year history, Bryant University has earned a distinguished reputation for innovative academic programs and technology that are marketplace driven and highly attuned to the emerging needs of industry and society. Bryant's close-knit, student-centered community of scholars delivers challenging academic programs that integrate business and the arts and sciences, with an emphasis on real-world application and a global perspective. Abundant co-curricular opportunities, service learning programs, internships, and practicums allow students to put theory into practice while building character and leadership skills.

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Bryant University is comprised of the College of Business and the College of Arts and Sciences. Bryant's academic programs are distinguished by an integration of business and the arts and sciences with a global perspective.

Bryant is located on a 435 acre campus in Smithfield, RI, which is situated 15 minutes from Providence, RI, and 45 minutes from Boston, MA.

The Department of Mathematics, through its commitment to academic excellence, provides the theoretical foundation for critical thinking in quantitative problem solving and reasoning. Faculty help students to develop their ability to effectively communicate mathematics, and prepare them for success in a career in actuarial mathematics, applied mathematics, applied statistics, or other profession. The department offers two majors, a concentration, and three minors. It also supports the multidisciplinary applied analytics concentration, one of the very few in the nation offered at the undergraduate level, as well as the Graduate Certificate in Business Analytics.

Principle Accountabilities:

The Department Chair reports to the Dean, College of Arts and Sciences and under his/her direction is responsible to serve as a mentor to faculty colleagues and as a collaborator with other college administrative officers, interpret and effectively administer University policy and the collective bargaining agreement, balance advocacy for the department with the best overall interests of the University, lead faculty in important processes that shape the curriculum and have an impact on the learning of students, and effectively articulate department and college missions to internal and external constituencies. The Chief Academic Officer and College Deans provide support, mentoring, and, where appropriate, more formal professional development opportunities for Chairs in helping them fulfill these roles.

Department Chairs shall:

- Assist faculty members in their professional development.
- Participate, in consultation with the full-time tenure track and tenured members of the department, in the recruitment of new faculty members.
- Develop, in consultation with the Dean and departmental colleagues, a departmental staffing plan.
- Evaluate the performance of all faculty in their department and make timely recommendations on reappointment, promotion and tenure decisions, outside employment, as well as sabbaticals, fellowships and internships.
- Recommend and, upon approval, administer in a cost-effective and efficient manner the department's annual operating budget. To facilitate this process, each department chair shall receive a current listing

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of salaries of faculty members in his/her department.

- Recommend curriculum changes and implement approved curriculum changes, in consultation with members of the department.
- Assign faculty to courses and make recommendations for course load adjustments where necessary. These assignments shall be made on the basis of academic preparation, professional background, teaching experience. The availability of courses and other articulable academic programmatic concerns of a department shall also be factors in the assignment of courses and meeting times. Subject to the foregoing, length of service in the department shall be a factor in the assignment of course meeting times and it shall be a factor in the assignment of courses when academic preparation, professional background, and teaching experience of faculty members are essentially equal.
- Assist in the admissions process for incoming students.
- Meet all obligations regarding reappointment, promotion, and tenure in accordance with Section 8.1C of the Collective Bargaining Agreement and notify in a timely fashion first-year full-time faculty of their obligation to apply for reappointment.
- Participate in the student academic grievance procedure in accordance with the prescribed policies and procedures.
- Recommend to the Dean and to the Provost or his/her designee candidates for new faculty hires, in consultation with department faculty.
- Attend and participate in the meetings and activities of the Department Chairs' Council. Those activities shall include making recommendations for academic resources that include departmental, professional and secretarial support, laboratory facilities, computer equipment, and office space.
- Perform other administrative/managerial duties as assigned.

Qualifications:

A candidate for the position of Department Chair must hold full-time faculty status and at least the rank of associate professor at the time of appointment. A Department Chair is expected to hold a terminal degree(s) in, or closely related to, the program area(s) of the Department to be chaired and possess demonstrated leadership capabilities. Successful experience in academic administration and a record in academic program development; demonstrated policy and decision-making ability; and proven effectiveness in fiscal management and resource allocation are strongly desired. Excellent interpersonal, communication, operational and problem-solving skills, and a record of strong, consistent, and successful collaboration with faculty, administrators, staff and students is imperative. Demonstrated ability to establish and maintain cooperative and consultative working relationships with all segments of the University community and external stakeholders is very important.

Working Environment:

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This is a full-time, twelve month position. The normal teaching load for tenure track faculty, who are actively engaged in scholarly research and publication, is nine (9) hours per semester. Department Chairs shall receive a reduced teaching load as determined by the University Administration.

Candidates must be committed to teaching excellence and serve as active members of the Bryant Community.

EEO/AA Policy

Bryant University is an Equal Opportunity / Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual preference or orientation, gender identity or expression, national origin, age, ethnicity, disability, protected veteran or marital status.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Bradford Martin
College of Arts and Sciences
Bryant University
Smithfield, RI

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Contact E-mail bmartin@bryant.edu