The Graduate College at Boise State University is excited to offer graduate faculty the opportunity to join us as an Associate Dean in Residence. The goals of this initiative include: 1) bringing graduate faculty expertise and insight into the Graduate College to work on projects in identified areas, 2) building and sustaining close relationships between the Graduate College and the departments and programs we serve, and 3) providing an opportunity for graduate faculty to serve in a leadership position at Boise State University. The Associate Dean in Residence will work collaboratively with the Associate Dean and Dean of the Graduate College, the Graduate Leadership Team, the Graduate Council, the Graduate College staff, and other stakeholders to successfully implement their identified program.

The position of Associate Dean in Residence is for an arranged and identified length of time, and efforts are to be focused on the specified, agreed upon project. The faculty member would be expected to work approximately 10 hours per week on the program, for one to four academic semesters, depending on the scope of the project. Commitment level, especially for the first semester, can be negotiated. The Graduate College will provide the home department of the Associate Dean in Residence with a single, three-credit course reduction at the adjunct rate for each semester that the Associate Dean in Residence is with the Graduate College, up to four semesters as identified in the faculty’s proposal. This position is structured to be negotiated to fit with one’s other workload commitments.

Each year, the Graduate College will invite applications for the position of Associate Dean in Residence. This year’s focus is on advising and mentoring. Possible areas of attention in the future may include diversity and inclusion, increasing scholarship and external funding, improving recruitment/retention/progression/completion efforts, expanding interdisciplinary collaborations, assisting students with exploring potential career opportunities outside of academia, or professional conduct and behavior, all of which are expected to focus explicitly on graduate education at Boise State University.

Fall, 2017 Call for Applications: Advising and Mentoring

Boise State University graduate faculty who are interested in serving as an Associate Dean in Residence to the Graduate College are invited to submit innovative proposals to improve graduate student mentoring and advising at Boise State. Faculty are encouraged to send submissions that outline cutting-edge program initiatives focusing on broad improvements to graduate student mentoring and advising. Examples of such proposals might include ensuring inclusive excellence in the mentoring relationship, improving communication between faculty and graduate students, addressing ethical considerations for mentoring and advising, or best practices for monitoring mentoring and advising activities. Proposals may offer structured, formal training in specified areas, or implement new policies and processes. The project may include the development of professional training materials, as well as the implementation of professional development offerings.
The proposed project should be creative and progressive, having a far reaching effect in broadly improving graduate student mentoring and advising at Boise State University.

Description and Responsibilities:
- Approximately 10 hours per week
- Majority of time focused on topic area of mentoring and advising
- Serve as ex-officio member on Graduate Leadership Team

Type of Appointment
- One to four academic semesters
- Expected to maintain faculty responsibilities while balancing the administrative responsibilities of this position
- Appropriate workload arrangements will be negotiated; one course reduction per semester is typical

Qualifications
- Hold Graduate Faculty status
- Strong record of engagement with graduate education
- Articulate, organized, and able to collaborate with others
- Committed to broadly improving graduate education

To submit your proposal, please complete the application form and provide a current CV. Applications are due by 5 p.m. on Friday, October 20, 2017, to Kristen DeBoer at kristendeboer@boisestate.edu. Finalists may be contacted with requests for an interview or additional information.

Any questions about the call for proposals may be directed to Tammi Vacha-Haase, Dean of the Graduate College at tvhaase@boisestate.edu.
APPLICATION

Associate Dean in Residence, Graduate College: Advising and Mentoring

Name:
Department:
College:
Project Title:

1. Brief Overview of the Project
2. Intended Goals
3. Measurable Outcomes
4. Summary of Qualifications (strengths, skills and/or experiences you bring to this project)
5. Preferred starting date:
   - Spring 2018
   - Summer 2018
   - Fall 2018
6. Expected length of time to complete project (select one):
   - 1 semester
   - 2 semesters
   - 3 semesters
   - 4 semesters
7. Requested course buyout (select one):
   - 1 semester
   - 2 semesters
   - 3 semesters
   - 4 semesters
8. Additional Projected Costs

________________________________________  ______________________________________
Applicant Signature  Department Chair Signature