ASSISTANT VICE CHANCELLOR
FOR THE OFFICE OF INSTITUTIONAL EQUITY,
DIVERSITY AND INCLUSION

MISSOURI S&T
Missouri University of Science and Technology (Missouri S&T) invites nominations and applications for the position of Assistant Vice Chancellor for the Office of Institutional Equity, Diversity and Inclusion (IEDI). This position serves the campus as the Chief Diversity Officer (CDO) and a key leader for the campus, its students, staff, faculty, and the communities Missouri S&T serves.

About Missouri S&T

Founded in 1870, Missouri S&T is one of the nation's top technological research universities. The university offers over 90 degree programs in engineering, science, computing and technology, business, social sciences, humanities, and liberal arts. Missouri S&T is one of four campuses that comprise the University of Missouri System.

Missouri S&T enrolls 8,607 students (6,848 undergraduate students; 1,759 graduate students) from throughout the United States and 60 different countries who are encouraged and inspired by its more than 500 faculty members and 1,000 staff. Missouri S&T has 16 accredited undergraduate engineering programs, three times the average number found at U.S. universities, and ranks third among national universities for percentage of degrees granted in the STEM disciplines (over 80%). Its yearly research expenditures approach $35 million and are climbing steadily, and its total operations and revenues amount to $210 million.

ACADEMICS

The university is comprised of two colleges, the College of Engineering and Computing (CEC) and the College of Arts, Sciences, and Business (CASB).

The College of Engineering and Computing (CEC) houses nine departments and offers 17 undergraduate degree programs and 14 minors. This is one of the widest array of engineering programs offered in the U.S. Bachelor of Science degrees are offered in aerospace engineering, architectural engineering, ceramic engineering, chemical engineering, civil engineering, computer engineering, computer science, electrical engineering, engineering management, environmental engineering, geological engineering, geology and geophysics, mechanical engineering, metallurgical engineering, mining engineering, nuclear engineering, and petroleum engineering. All of the engineering programs and computer science are ABET accredited. In addition, students may specialize in one of more than 60 emphasis areas within these degree programs.

The College of Arts, Sciences, and Business (CASB) is committed to enriching student development and enhancing Missouri S&T's traditional technological disciplines, as well as developing new programmatic areas within the college. CASB also plays a vital role in fulfilling S&T's mission of integrating education, research and application to create and convey knowledge that serves our state and helps solve the world's great challenges. In order to fulfill this mission, CASB offers a unique mix of traditional liberal arts and humanities, natural and physical sciences, education, business, and military science disciplines.

STUDENTS

Missouri S&T enrolls over 8,600 students including over 6,800 undergraduate students and 1,700-plus graduate students. Undergraduate and graduate enrollments have nearly doubled since 2000. Missouri S&T is classified as "highly selective" for admissions by the Missouri Department of Higher Education. The average incoming freshmen ACT score is 28.1 and the average high school GPA is 3.8/4.0. The student-faculty ratio at Missouri S&T is currently 18:1. The average class size is 29 students, and 25 percent of classes have fewer than 20 students. These strong metrics have contributed to a
healthy first-year retention rate of 83 percent and a six-year graduation rate of 64 percent.

Emphasis on leadership opportunities, undergraduate research projects, and practical education through co-ops, internships, and other experience-based learning results in graduates who are well prepared for the future they choose. Missouri S&T graduates enjoy a 93 percent career placement across all majors, frequently receive multiple job offers, and over 90 percent placement rate to medical, law, and other professional schools. Missouri S&T hosts two annual Career Fairs, which are among the largest in the Midwest.

Required experiential learning is an essential aspect of Missouri S&T’s unique education environment. Undergraduate research is a core component that provides students with out-of-classroom learning opportunities to apply knowledge to real world problems. These opportunities include the Solar Village and EcoVillage, which together comprise six student-built and inhabited solar homes, and the Experimental Mine, which has been voted the best “Awesome College Lab” four years running by Popular Science. Students participate in 20 student design teams, including the Mars Rover Design Team, which won the international University Rover Challenge in 2017; the two-time national champion Solar Car Design Team and national champion Human-powered Vehicle Design Team. Missouri S&T maintains a very engaged Engineers Without Borders organization on campus, with four project teams and a high percentage of women participants and leaders. This rich array of hands-on learning opportunities contributes to the development of successful students who are ready to have an immediate positive impact when entering the workforce.

Student life is a particular point of pride for the campus. Recognizing that being involved can lead to enhanced student success, as well as create community for all of S&T’s students, the university is committed to providing a broad array of involvement and leadership opportunities. There are over 250 student organizations active on campus, ranging from service-oriented groups, chapters of national organizations such as Society for Women Engineers and other affinity-oriented discipline groups, various fraternities and sororities, an active student government (for undergraduate and graduate populations), and a robust peer involvement advisor group. Missouri S&T seeks to ensure each and every student has the opportunity to build community and a home, where their individual success and interests can be nurtured.

Since fall 2007, doctoral enrollments have grown by 60 percent, with a fall 2016 total graduate enrollment of 1,929, including 624 doctoral students. The university’s
strategic plan goals to increase research involves strengthening doctoral education.

Many graduate students are enrolled through Missouri S&T’s extensive online and distance offerings, with 731 of S&T’s graduate students participating in distance education. The Global Learning division provides a variety of credit and non-credit courses, seminars, conferences, and summer programs. Missouri S&T’s online graduate programs are consistently ranked among the nation’s “Best Online Graduate Engineering Programs” by US News & World Report.

Missouri S&T’s rich history in mining engineering, metallurgical engineering and other traditional, minerals-based engineering programs is reflected in its numerous distinctive doctoral degree programs in explosives engineering, mining engineering, ceramic engineering, metallurgical engineering, nuclear engineering, petroleum engineering, and geological engineering. This work is supported by world-class infrastructure including the Experimental Mine, Missouri’s first nuclear research reactor, a research foundry, glass shop, and the Advanced Materials Characterization Laboratory.

FACULTY

Missouri S&T’s 500-plus faculty members possess a breadth of academic expertise and a long history of collaborative engagement. The faculty members make up a tight-knit community whose varied experiences allow for research opportunities and creative works that are distinctive to the campus. The results of these and other works feed into the curriculum to enrich the students who in turn contribute to the research to add a fresh perspective.

A key mechanism for this collaborative environment are the many research centers on campus, including the Intelligent System Center, the Center for Biomedical Research, the Center for Infrastructure Engineering Studies, the Center for Research in Energy and Environment, the Materials Research Center, and the Center for Science, Technology, and Society. In addition, a partnership with local healthcare professionals has led to the establishment of the Ozark Biomedical Initiative, a research group that promotes collaborative research between Missouri S&T researchers and the medical research community.

STAFF

In addition to first-rate faculty and students, S&T is proud of its dedicated and dynamic staff who support the University’s mission and desire to make a difference. Missouri S&T directly supported 3,419 full-time and part-time jobs throughout the state in fiscal year 2017, with approximately 1,100 of those being staff positions. In addition to their daily duties, many of the staff members volunteer in activities to make the university experience richer for all involved. They support events throughout the year for students, faculty, the community, and other staff members including celebration of nations, blood drives, and many student organization efforts. S&T is one of the biggest, most versatile employers in south central Missouri, with a strong commitment to diversity and inclusion.
THE GREATER ROLLA AREA

Missouri S&T is located in Rolla, a community of nearly 20,000 and a regional hub. The greater Rolla area has a population of over 40,000. Rolla is in the beautiful Ozark Highlands region of Missouri. Recognized as one of the “best small towns in America,” Rolla also was ranked No. 19 on Lumosity’s 2013 list of “America’s Smartest Cities,” as one in seven adult residents has a graduate or terminal degree. Rolla offers an exceptional quality of life, offers a strong and affordable real estate market, and is located less than 100 miles from St. Louis and Springfield.

The quality of life in the community is enriched by an unusual array of economic, intellectual and cultural assets. These include Phelps County Regional Medical Center, the area’s largest employer, with its new $43 million Delbert Day Cancer Institute named for a biomedical research pioneer and S&T Curators’ Professor Emeritus; and the U.S. Geological Survey, which established an office on the S&T campus nearly 100 years ago and continues to provide geospatial data, mapping, and other services to our nation through the Rolla USGS Center.

Among the many cultural traditions that flourish in the community are the annual Celebration of Nations, one of the largest global festivals in Missouri; the Ozark Actors Theatre, a professional summer stock company based at the Cedar Street Playhouse; and the Remmers Special Artist/Lecturer Series, which has spotlighted a world-renowned roster of guest performers and speakers over the past 40 years, including 2017 guest artist, cellist Yo-Yo Ma.

Rolla and the Ozark Highlands region are best known for an abundance of outdoor recreational opportunities. This includes more than 300 acres of parks within Rolla’s city limits and an extensive trail system. Surrounding Rolla are more than 100,000 acres of state and national parks and wildlife refuges, the Ozarks National Scenic Riverways and trout streams, and the Lake of the Ozarks, offering a wide variety of year-round outdoor recreational activities. Located near the center of the state, Rolla is a welcoming community with outstanding public schools and a civic-minded population committed to openness, understanding and valuing all people and perspectives.
As an inclusive, welcoming community, Missouri S&T strives to build a creative learning environment marked by openness, understanding and a shared value of all people and perspectives. The campus and community endeavor to foster an innovative, collaborative environment in which to learn, conduct research and work. By embracing this spirit of inclusion, Missouri S&T supports diverse talent and successfully prepares our students for a dynamic global environment.

The Missouri S&T CDO is supported by a dynamic, engaged, and diverse team of staff members with specific expertise in programming and compliance efforts. Additionally, there are great resources (the Diversity House, student food pantry, LGBTIA+ resources, and more), and formal programs and bodies (Chancellor’s Committee on Diversity and Inclusion) that are eager to partner with the next CDO to engage and support the campus and its communities.

The IEDI Office serves the campus in providing programs, trainings, resources, expertise, and services to the faculty, staff, and students of Missouri S&T. The office has two main focus areas: equity and compliance services as well as strategic diversity initiatives.

Equity and Title IX is a critical team working under the direction of the Chief Diversity Officer that is charged with ensuring Missouri S&T’s compliance with University of Missouri System policies and procedures, state and federal statutes and regulations, in the areas of Title IX, civil rights, and equal opportunity. This group serves as a resource to students, faculty, and staff in education, prevention, and investigation of sexual violence, as well as other possible violations of the university’s non-discrimination policies. In addition to these efforts, the office of Equity and Title IX facilitates the development of a more diverse, inclusive campus through its administration of the university’s Affirmative Action Plan and assurance of Equal Opportunity in faculty and staff recruiting efforts. Equity and Title IX also works with current faculty, staff, and visitors to the university in appropriately exercising their rights under the Americans with Disabilities Act. Under the leadership of the CDO, six dedicated staff employees serve in investigative, coordinating and reporting roles, to ensure the campus’s processes and procedures meet all equity and compliance needs.

Strategic Diversity Initiatives (SDI) is the other main focus area and team of the IEDI office. The mission of the SDI team is to foster diversity and inclusion in the Missouri S&T community by providing a welcoming climate for all students and others. The team aims to support all students with a focus on the special needs and concerns faced by underrepresented, first generation, and low income students from all walks of life through programming, retention, and mentoring initiatives.

Through programs and partnerships, Student Diversity Initiatives supports diversity-related programming and promotes awareness about gender and multicultural related issues; first generation and low-income student support; SDI helps foster an academic and professional environment that supports the students of Missouri S&T and strengthens the campus community. This team consists of student programming coordinators, assistant directors whom deliver critical programming for various constituencies, and a director. This function designs, develops, and delivers curricula aimed at improving climate and enhancing diversity and inclusion across all campus stakeholder groups. With a heavy focus on student programming, the SDI team reaches many students through formal organizations as well as interactions with the general student body. The Chief Diversity Officer stewards these initiatives to ensure the current and future needs of all of Missouri’s S&T communities are included.

CHANCELLOR’S COMMITTEE ON DIVERSITY AND INCLUSION

The Chief Diversity Officer steers and guides the Chancellor’s Committee on Diversity and Inclusion. Formed over 10 years ago, this committee is charged with developing recommendations that define diversity and inclusiveness consistent with the university’s values, assessing the campus on a regular basis to identify possible impediments to these efforts, and developing solutions to remove such impediments.
The Position

This individual will be asked to develop and lead strategic programs and initiatives that provide for work and learning enrichment through diversity, inclusion, affirmative action, employment and educational equity, education and prevention of harassment, discrimination, and retaliation, and other campus initiatives.

Reporting directly to the Chancellor, the CDO leads the team of the Office for Institutional Equity, Diversity and Inclusion to advance diversity, inclusion and equity throughout the campus community by administering the daily operations related to Title IX and civil rights initiatives; serve as Deputy Title IX Coordinator and ensure compliance with statutory and regulatory requirements.

The CDO is a senior leader on the Chancellor's Cabinet, and will supervise the staff (currently 12 full-time employees) which include investigators, outreach and education coordinators, and ADA, EEO and Affirmative Action professionals committed to serving the campus and its communities. This position will work directly with students, campus administrators, faculty, deans, staff, department chairs, directors and the Chancellor’s Committee on Diversity and Inclusion to meet campus needs and goals. The individual will also collaborate with the University of Missouri System and other campus CDOs to implement university-wide initiatives at Missouri S&T.

While primarily executing and enforcing equity policies and compliance, this leader also will serve as an advisor, decision-maker, bridge builder, strategic leader and partner in engaging leaders and constituents to improve the institution’s equity and inclusion efforts. It is expected that this person will work collaboratively with stakeholders to foster principles of inclusion in a diverse community by developing innovative solutions to complex issues. The CDO will be a key influencer as the campus looks to promote Missouri S&T as an employer and university of choice by encouraging innovative recruiting methods to ensure a diverse and inclusive workforce by integrating practices of equity and diversity into our local and global communities; advise faculty and staff search committees on best practices.

On the campus, the CDO impacts campus initiatives focused on the quality of life and sustaining a supportive inclusive environment for faculty, staff, and students. They will be responsible for the development, application, and compliance management of the University’s Affirmative Action Plan; may serve as the University’s liaison to government and state agencies (EEOC, Department of Labor); lead and coordinate audit responses; and interpret or apply university policy in relation to civil rights, discrimination, sexual violence, accessibility, and institutional equity concerns.

As the senior equity officer, this person will the following key functions for Missouri S&T and its stakeholders:

- Responsible for the investigation process of institutional equity complaint cases involving allegations of harassment, discrimination, or retaliation, utilizing highly skilled investigative techniques while ensuring a thorough and timely resolution and process
- Responsible for developing, delivering and coordinating the campus strategic delivery of training and education programs related to Title IX, civil rights, diversity and inclusion.
- Serve as campus Title IX Coordinator to ensure institutional compliance with all related laws and regulations.
- Serve as the Deputy ADA Coordinator and collaborate with campus partners to ensure matters involving accessibility or accommodation are addressed appropriately and in a timely, effective, and cost efficient manner.
MINIMUM QUALIFICATIONS

• Bachelor’s degree in a related discipline.
• Five (5) years of relevant experience.
• Demonstrated ability to foster principles of inclusion in a diverse environment.
• Possesses outstanding communication skills, both written and oral, and listening skills.
• Current knowledge of federal employment laws.
• Ability to work independently and as a part of a team.
• Supervisory experience of small to moderate sized teams

PREFERRED QUALIFICATIONS

• Master’s or J.D. degree
• Eight (8) plus years of related experience working in an institution of higher education; preferably at an institution with a high level of research.
• Experience investigating civil rights complaints;
• Experience managing an Affirmative Action Plan (AAP);
• Experience managing responses to federal (OCR, EEOC or OFCCP) audits or charges.

Missouri University of Science and Technology is being assisted in the search by the University of Missouri System Human Resources Executive Recruitment team. Review of applications will start immediately and will continue until the position is filled. There will be a priority application deadline of November 8th, 2018.

For immediate consideration apply — submit a letter of application, resume, and references to:

Tim McIntosh, Director of Executive Recruitment
573-884-8107, umhreexecutivesearch@umsystem.edu

OUR COMMITMENT TO DIVERSITY AND INCLUSION

At Missouri S&T our entire campus community benefits from a climate that respects individual needs, abilities and potential, does not tolerate discrimination or harassment, and is characterized by equal access for all regardless of cultural differences.

We expect every member of our academic family to support the underlying values of this covenant and to demonstrate a strong commitment to attracting, retaining and supporting students, faculty and staff who reflect the diversity of our larger society.

Equal opportunity shall be provided for all employees and applicants for employment on the basis of their demonstrated ability and competence without discrimination on the basis of their race, color, religion, sex, sexual orientation, national origin, age, disability, and status as Vietnam era veteran.