

Vice Provost, Silicon Valley Initiatives (100% time)

Overview

The Vice Provost, Silicon Valley Initiatives (VPSVI), reporting to the Campus Provost/Executive Vice Chancellor, assumes major responsibility for enhancing the presence of UC Santa Cruz in Silicon Valley in connection with the campus and system-wide strategic objective that UCSC is the UC for Silicon Valley. In coordination with the Office of the Chancellor, other senior members of the Campus Provost's office, the Divisional Deans, and the Vice Chancellor for Research (VCR), the VPSVI plays a leadership role in all aspects of the conception, development, and implementation of research, educational, and strategic programs in Silicon Valley.

The VPSVI oversees the continuing development and delivery of programs that are cross disciplinary, encourage diversity, and reflect a strong entrepreneurial spirit, including providing expanded administrative and physical infrastructure in Silicon Valley as UCSC works to serve California as a top-ranked research university developing solutions to the world's critical challenges.

This position is vitally important to the future of UC Santa Cruz, and the appointee will have a significant role in shaping that future. As a member of the Campus Provost's team, the VPSVI should be conversant with all aspects of UCSC's development, represent and advocate for all issues related to Silicon Valley in UCSC planning, and work with Academic Deans, the Dean of University Extension (UNEX), and departments to identify and promote the delivery of UCSC academic programs at the Silicon Valley Center (SVC).

The VPSVI will also provide leadership and oversight with respect to the existing graduate research and educational programs and partnerships currently in existence at the UCSC Silicon Valley Center in the NASA Research Park at Moffett Field in Mountain View, California: the University Affiliated Research Center (UARC) contract, SVC/Bldg 19 operations in support of the teaching and distance learning unit, the Advanced Studies Laboratory partnership with NASA, the Bio-Info-Nano Research and Development Institute grant, and the Graduate School of Management (proposed) project.

This includes oversight of senior staff managing day-to-day operations, annual budget processes, Silicon Valley Initiatives coordination, strategic campus communications, and overall leadership in the management of the broad-based partnership with NASA Ames at the strategic level. The VPSVI will work to ensure that the incremental goals and objectives of these programs remain aligned with the broader strategic planning frameworks as they continue to mature.

Essential Functions

Operations

The UCSC Silicon Valley Initiatives comprise a set of educational and research activities that expand opportunities for faculty and students and increase the presence of UCSC in Silicon Valley. The VPSVI oversees:

- The University Affiliated Research Center (UARC)
- SVC support for Academic programs (current and future)
- The Advanced Studies Laboratories (ASL)
- The Bio-Info-Nano Research and Development Institute (BIN-RDI)
- The Graduate School of Management (proposed)
- The Collaborative for Higher Education

Strategic Planning

The VPSVI will work with other members of the Campus Provost's senior staff, Divisional Deans, the UNEX Dean, and Chancellor's office to develop and articulate strategic frameworks for the enhancement of the UCSC mission in Silicon Valley. This activity includes:

- Articulation of past, present, and future connection among Silicon Valley research, education, and service programs and the broader strategic vision;
- Identification, development, and coordination of new partnership initiatives and opportunities in Silicon Valley in conjunction with Deans, departments, principal investigators, and the Vice Chancellor for Research in relation to higher education partners, NASA Ames, regional and community stakeholders, and industrial partners;
- Development of the strategic direction for UARC, including the review and approval of near- and long-term initiatives;
- Encouragement and support of increased academic program representation at SVC across divisions, departments, and inter-disciplinary institutes;
- Articulation of all of the above strategic functions in relation to University Relations and the UCSC campaign effort;
- Provide ongoing communications deliverables in support of the office of the Chancellor, public affairs, and governmental relations;
- Provide ongoing leadership in the campus's management of the evolving University Associates, LLC NASA Research Park project;
- Provide ongoing, regular, substantive reporting to Chancellor and Campus Provost and their senior staff with respect to both strategic opportunity and risk.

Specific Duties

The duties of the VPSVI will include, but are not limited to:

1. Implement academic planning for SVC:
 - a) Identify graduate and undergraduate courses and research units that could benefit from co-location in Silicon Valley;
 - b) Work with academic divisions and departments to deliver courses in Silicon Valley;
 - c) Work with faculty and the Academic Senate on professional school proposals for Silicon Valley;
 - d) Work with Senate Committees, Vice Provost and Dean for Academic Affairs, and Vice Provost and Dean for Undergraduate Education on a process for off-campus curriculum approval and review of Silicon Valley plans;
2. Coordinate with UNEX to build the UCSC brand in Silicon Valley (ensure the seamless and mutually enhancing delivery of educational programs at the levels of continuing education, undergraduate education, and graduate education and research opportunities);
3. Oversee the University Affiliated Research Center (UARC) in coordination with the Vice Chancellor for Research and Office of Sponsored Projects;
4. Oversee the Bio-Info-Nano Research and Development Institute (BIN-RDI);
5. Oversee the development of the Advanced Studies Laboratories at the NASA Research Park;
6. Oversee the Graduate School of Management (proposed);
7. Oversee the Collaborative for Higher Education;
8. Oversee personnel processes, including management of senior staff, hiring decisions, and academic appointments
9. Oversee administrative operations of Silicon Valley Initiatives
10. Provide strategic campus leadership associated with developments at the NASA Research Park;
11. Maximize awareness and enhance campus support for Silicon Valley activities;
12. Coordinate and oversee space planning for capital projects in Silicon Valley;
13. Extend community and industry outreach in Silicon Valley.

Operational Information

Direct Supervision

- MSP Grade: 3

Administrative Staffing

- UARC Managing Director
- Associate Vice Provost (part-time)
- Assistant Vice Provost
- BIN-RDI Director (part-time)
- Administrative Assistant (currently temporary staffing)
- Facilities manager for Building 19
- Facilities manager for ASL/Bldg N239

Key Selection Criteria

Minimum Qualifications:

- Must be a tenured or security of employment faculty member of UC Santa Cruz (emeritus included) with strong academic credentials and distinction in research and in the classroom
- Demonstrated ability to provide leadership and vision for future academic growth and development
- Substantial administrative experience
- Ability to cultivate positive and productive collaborative relationships with diverse external partners, campus administrators, faculty, and other campus delegations (procurement/contracts, accounting, office of campus counsel, real estate, physical plant and construction, etc.)
- Ability to represent UC Santa Cruz to external constituencies in Silicon Valley
- Experience working with federal agencies and/or contracts

Preferred Qualifications:

- Experience partnering with public and private entities in Silicon Valley
- Experience working with NASA

