California State University, Chico (Chico State) is seeking an innovative, thoughtful, and collaborative leader with strong communication skills and a commitment to equity and student success to serve as Dean of the Meriam Library (MLIB). The Library is a focal point of activity supporting the teaching, learning, and research activities of the University. The Dean is the chief administrative and academic officer of the Library, a unit within the division of Academic Affairs, is a member of the Provost’s Advisory Council, and reports directly to the Provost and Vice President for Academic Affairs. The Dean provides strategic, financial, and managerial leadership in executing the functions of the position and works collaboratively and collegially with faculty, staff, academic leadership, students, and external stakeholders to advance the mission, values, and strategic priorities of the Library and the University's Strategic Plan.

The Dean is the face and voice of the Meriam Library and represents the University locally, regionally, throughout the California State University (CSU) system, state-wide, and nationally. The Dean should have the experience and interpersonal skills to navigate the academic setting, facilitate and build effective partnerships, and understand national trends in higher education and the academic library profession.

**MERIAM LIBRARY**

A dedicated, talented, and diverse staff of 9 library faculty and 13 staff help to meet the needs of more than 16,600 students*, 510 full-time faculty and librarians, and 409 part-time faculty as well as the communities of Chico and Northern California. Meriam Library was named in honor of Ted Meriam and the Meriam Family and is the largest library in California north of Sacramento. The Meriam Library provides 24-hour online access to library resources for students and faculty. The Library collection contains 674,559 physical volumes and provides access to approximately 946,259 e-book titles and 183,736 electronic journals. The Library has an annual budget of over $4.3 million.

The Library supports the University’s educational, research, and public service missions by providing access to and preservation of physical and digital materials; spaces and tools that allow collaborative and individual learning; and expertise to help the communities we serve connect to, engage with, and contribute to the world of knowledge and new ideas. The Library provides a welcoming, aesthetically pleasing environment that includes vibrant learning environments and emerging technologies supporting independent learning, group collaboration, innovation, and entrepreneurship. The Library plays a leadership role in integrating information literacy into teaching and learning, is a center of campus intellectual pursuits, and a setting for the celebration of scholarly achievements.

*Data is from fall 2020

**RESPONSIBILITIES**

As chief academic and administrative officer for the Library, the Dean is responsible for the library’s planning and implementation process in concert with divisional and university strategic plans and managing the full range of day-to-day operational functions and services of all Library departments. This includes developing and implementing policies and procedures to ensure effective operations; ensuring compliance with contractual agreements; reviewing, approving, and monitoring expenditures and recommended budgets; providing leadership and managing the personnel activities of the library staff, including hiring, training, and evaluating the work of assigned staff in accordance with contractual agreements; and delivering programs for the benefit of students, staff, and faculty. In collaboration with the library community and others, the Dean shall develop
and implement a forward-looking library mission and vision to grow its role and reach at Chico State and throughout the North State.

The Dean is accountable for ensuring that diversity, equity, and inclusion are integrally tied to all actions and decisions in areas of responsibility. The Dean will be a champion of cultivating a welcoming, inclusive, and equitable climate, and will develop and implement strategies to recruit and retain a more diverse student body, staff, and faculty. The Dean will be a dynamic leader who has the ability to consider issues and perspectives of multiple stakeholders and disciplines while working collegially and cooperatively by reaching across unit boundaries to form and advance positive and productive relationships.

QUALIFICATIONS

Required Qualifications
• Master of Library Science (MLS/MILS) degree from an American Library Association accredited program.
• A record of academic achievement that merits tenure with appointment at the rank of Full Librarian.
• Minimum of five years of academic administrative experience.

Preferred Qualifications
• Thorough knowledge of higher education principles, practices, and procedures, and knowledge of trends in institutions of higher education and their impact on student-centered library services.
• Working knowledge of current library technologies, trends, and emerging areas of librarianship including expertise in assessing and developing library services, collections, copyright domain, and technology applications.
• Ability to actively promote and advance the library’s role in integrating information literacy and digital fluency skills into the curriculum.
• Demonstrated successful record of collegial/shared governance and leadership supporting faculty, staff, students, and the larger community.
• Demonstrated ability to articulate and communicate a vision for the Library.
• Demonstrated ability to promote high-quality research, scholarship, service, and professional activities.
• Demonstrated ability to strategically and effectively develop, manage, and report on a complex annual budget of over $4.3 million.
• Demonstrated ability to advance the Library’s mission and vision, including the ability to develop partnerships with and secure external support for programs, facilities, and personnel.
• Demonstrated commitment to diversity and the advancement of multicultural, international, and interdisciplinary programs.
• Demonstrated understanding of physical facilities and equipment needs within a Library environment.
• Demonstrated exceptional communication and interpersonal skills, including the ability to collaborate and foster trust and respect through partnerships with fellow deans, faculty, staff, and campus administration.
• Demonstrated experience handling personnel matters effectively in accordance with Collective Bargaining Agreements (CBAs).
• Experience partnering with centers, museums, institutes, etc. in expanding opportunities and services.

THE UNIVERSITY

Chico State is a comprehensive public, non-land grant university located 90 miles north of Sacramento and 175 miles northeast of San Francisco. The University operates as part of the 23-campus CSU system and in fall 2020, enrolled approximately 16,000 students. Founded in 1887, Chico State is the second-oldest university in the CSU system and is the anchor institution for Northern California, serving a sprawling 12-county service area. The University is comprised of seven colleges, five schools, 28 specialized centers, and numerous support units. More than 1,062 staff members and 919 faculty members are committed to the mission of student success. The student-to-faculty ratio is approximately 23 to 1, the average undergraduate class size is 32, and
we offer 343 academic offerings. In fall 2020, 97.8% of the total student population came from California: 27.3% from Chico State’s service area; 11% from the Sacramento Area; 21.4% from the San Francisco Bay Area; 21.5% from the Los Angeles area; and 16.6% from the rest of California. The remaining 2.2% were out-of-state or international students. Chico State has over 160,000 alumni living in California and around the world. Many alums remain strongly connected to the university and enjoy returning for events and celebrations such as The Chico Experience Week, which brings Chico State students, alumni, parents, and friends together.

Chico State is accredited by the WASC Senior College and University Commission (WSCUC) as well as 25 professional associations covering all seven colleges. The campus community is proud to be a Hispanic-Serving Institution (HSI). Chico State is one of the most highly ranked regional public universities in the West and regularly recognized as a top-value institution. The University emphasizes and fosters equity and inclusiveness, sustainability, service to the community, and civic engagement that transforms student learning and enhances the local and extended environment. The University’s motto—“Today Decides Tomorrow”—emphasizes the institution’s profound sense of place and purpose “to be a living and learning community worthy of the trust that our students and the people of California have placed in us.” The University helps today’s students develop into tomorrow’s successful citizens. Chico State’s unique combination of scholarly pursuits, civic engagement, and a strong connection to the Chico community has earned it national and international accolades.

As a university that educates students from a variety of ethnic, cultural and international backgrounds, Chico State values and seeks a diverse faculty, staff, and administration. Our campus welcomes applicants who are knowledgeable about and interested in working within a cross-cultural learning environment.

**Compensation:** Salary is commensurate with experience and qualifications. The position includes an attractive benefits/retirement package including 16 hours per month vacation plus holidays.

This is a full-time 12-month management position that falls under the Higher Education Employer-Employee Relations Act (HEERA), and the conditions of employment are governed by the California State University Management Personnel Plan. Under this plan, employees are subject to normal management reviews and serve at the pleasure of the University President. They are excluded from the collective bargaining process, are not subject to probationary service, and do not receive tenure or permanent status in the position of dean, though they are entitled to retreat rights to tenure as a full professor within the appropriate academic program. This position is exempt from the overtime provisions of the Fair Labor Standards Act (FLSA). This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission. As a condition of employment, persons must complete a confidential background check and submit official, sealed transcripts. The individual selected for this position is anticipated to begin employment in spring 2022.

**APPLICATIONS / NOMINATIONS**

Applications: Applicants should submit a complete and current résumé, as well as names, addresses, and telephone numbers of up to five (5) references to the online system listed below. A cover letter of interest should indicate how an applicant’s qualifications relate to the responsibilities of the Dean for the Meriam Library. Applicants should briefly articulate their administrative philosophy and explain why they aspire to a major leadership position at this stage of their careers.

**Review of applications** will begin October 22, 2021 and continue until the position is filled. All information obtained will be strictly confidential.
Link to Apply Online:
For a full position description and to submit an application: https://www.wittkieffer.com/position/22727-dean-of-the-meriam-library/

Nominee information should be sent electronically to: ChicoStateLibraryDean@wittkieffer.com

Chico State employs only individuals lawfully authorized to work in the United States. The University is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status.

Additional information about the Chico State is available at: https://www.csuchico.edu/. Information on the Meriam Library is available at: https://library.csuchico.edu/. An annual security report disclosing crime statistics for Chico State can be obtained by contacting the University Police Department (530) 898-5555 or by accessing the following web site: https://www.csuchico.edu/up.