

# Asst./Assoc. Professor & Department Head, Marketing & Computer Info. Sys.

[Tarleton State University](#) in Texas

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<b>Deadline</b>	Open until filled
<b>Date Posted</b>	November 2, 2018
<b>Type</b>	Tenured, tenure track
<b>Salary</b>	Commensurate with experience
<b>Employment Type</b>	Full-time

Primarily responsible for the teaching/learning process and will also participate in necessary operations of the institution.

## Responsibilities:

50% Administrative: Department head duties to include but not limited to recruitment, hiring, training, and evaluation of faculty and staff within the academic unit); monitor and facilitate information flow within the department; coordinate curriculum development; supervise student advising and registration; engage in strategic planning and departmental assessment initiatives for all locations and modalities; successfully prepare and manage departmental budget on an annual basis; work collaboratively with other department heads in COBA; handle other responsibilities/duties as requested by COBA dean or university administration

40% Teaching: Develop, implement, and review effective teaching/learning process, incorporating appropriate methodology, technology, and other tools; remain current in discipline and update course content when appropriate to reflect current

levels of student knowledge in the discipline; develop a system for ongoing evaluation of both teach and learning, including expectations of student competency and student learning outcomes; work in partnership with immediate supervisor through a formal system of evaluation of instruction to identify strengths and weaknesses and identify professional development activities to improve student learning

5% Research: Demonstrate a record of ongoing research, scholarship or creative activity appropriate to academic discipline

5% Service: Maintain appropriate schedule of office hours for student access and inquiry; work in partnership with student success personnel on student advising and orientation; participate in institutional service roles such as but not limited to college committees, club sponsorship, advisory committees, student/faculty recruitment and mentoring of new and part-time faculty

### **Required Education and Experience:**

Doctorate in Computer Information Systems or Marketing or closely related field, preferably from an AACSB accredited institution, with a minimum of 18 graduate hours in Computer Information Systems or Marketing. Teachers of record must possess minimum Southern Association of Colleges and Schools credential standards which normally include a Masters degree with 18 graduate semester credit hours in the subject area or suitable approved justification. Background/exposure to teaching in an online environment, preferably utilizing Blackboard. Intellectual contributions in Computer Information Systems or Marketing and/or related fields.

### **Required Knowledge, Skills and Abilities:**

Commitment to excellence in teaching. Ability to work with students of diverse backgrounds/experiences.

### **Preferred Requirements:**

Demonstrated record of excellence and innovation in teaching a variety of Computer

Information Systems or Marketing courses at the undergraduate and graduate level is preferred. Ability to teach in a secondary area in the College of Business or department (Statistics, Research Method) is preferred. Relevant professional experience in Computer Information Systems or Marketing-related areas is preferred. Appropriate professional certification(s) in field of study is preferred. Demonstrated commitment to excellence in intellectual contributions to the field of study/area by meeting AACSB Scholarly Academic requirements is preferred; and Leadership Experience with AACSB accreditation process is preferred.

### **Rank Eligibility:**

Title and rank of the academic appointment will be determined based upon qualifications and experience.

Eligible for the rank of **assistant professor** with demonstrated ability in the discipline and show clear promise of teaching excellence as evidenced in evaluation by peers, department head, and college dean; demonstrated continuing scholarly contribution beyond that required for completion of the terminal degree; and documented yearly progress of professional achievement in teaching, scholarship, and service. Teachers of record must possess minimum Southern Association of Colleges and Schools credential standards which normally include a Master's degree with 18 graduate semester credit hours in the subject area or suitable approved justification.

Eligible for the rank of **associate professor** with demonstrated teaching excellence, scholarly/creative attainment, and professional achievement. The successful candidate shall hold the earned doctorate or terminal degree approved by the University and recognized by the Southern Association of Colleges and Schools as appropriate to the academic area they serve and normally have completed at least seven years of college teaching and pertinent professional experience. Teachers of record must possess minimum Southern Association of Colleges and Schools credential standards, which normally include 18 graduate semester credit hours in the subject area.

*Tarleton State University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer. As a member of The Texas A&M System, Tarleton will provide equal opportunity for employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity through The Texas A&M System.*



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## **How To Apply**

You can apply for this position online at <https://jobs.tarleton.edu>