January 5, 2015

TO: Deans, School Directors, and Department Chairs

FROM: Theodore H. Curry, II, Associate Provost and Associate Vice President for Academic Human Resources

Deborah DeZure, Assistant Provost for Faculty and Organizational Development

SUBJECT: Call for Applications - CIC Academic Leadership Program, 2015-2016; CIC ALP Information Session on Thurs., Jan. 15, 4:00-5:00 p.m. (Registration Requested)

The Office of the Provost encourages deans, associate deans, assistant deans, directors, and chairs to consider participation in the 2015-2016 CIC Academic Leadership Program. This Program provides a unique opportunity for academic administrators and faculty to develop leadership and administrative skills and to gain a deeper understanding of higher education. In addition, current academic administrators are asked to identify potential applicants from their units and encourage them to apply, including faculty who have demonstrated exceptional ability and administrative promise. The eligibility criteria are listed on page 2.

To learn more about the CIC ALP, visit the Office of Faculty and Organizational Development website at http://fod.msu.edu/cic-alp-committee-institutional-cooperation-academic-leadership-program and the CIC website at: http://www.cic.net/projects/leadership/alp/introduction.

Program Background

Established in 1987, the Academic Leadership Program (ALP) is designed to develop the leadership and managerial skills of academic administrators and faculty on CIC campuses who are challenged by tightening budgets, changing student populations, and increasing pressures from external sources.

Academic administrators at the CIC universities have dual roles: they must be educational leaders and at the same time act as managers of large complex organizations. The CIC Academic Leadership Program is specifically oriented to the challenges of academic administration at major research universities. It is designed to help current administrators to meet these challenges and to assist faculty interested in administration to gain a clearer understanding of academic leadership and to test the waters before choosing it as a career path. The CIC ALP focuses on enhancing organizational and institutional knowledge with perspectives on dimensions of leadership.
Program Expectations

Fellows are expected to attend approximately 12 on-campus CIC ALP sessions with MSU speakers, three 3-day off-campus seminars, and three dinner events.

The 2015-2016 off-campus seminar dates and locations are:

**Seminar I: November 5-7, 2015**  
Site: University of Wisconsin

**Seminar II: February 4-6, 2016**  
Site: University of Chicago

**Seminar III: April 7-9, 2016**  
Site: University of Maryland

Applicants must be available to attend all of the off-campus seminars.

Eligibility

The Office of the Provost will provide funding support for five individuals to participate in the Academic Leadership Program. MSU has two methods for selection to create a cross-institutional cohort of Fellows.

**Tenure System, NSCL, and Health Programs Faculty**

Four applicants will be selected through an application and interview process. Applicants should:

- be appointed in the tenure system, NSCL, or Health Programs Faculty Appointment Systems
- have a strong faculty background and an interest in and the potential for administration
- have a minimum of five years of college-level teaching or administrative experience

Self-nominations are welcome.

**Other MSU Faculty and Staff**

The Provost will select one additional member of the cohort in consultation with senior MSU leaders, from among the rest of the MSU faculty, academic staff, and support staff.

If your MSU appointment is not as a faculty member in the tenure system, NSCL, or Health Programs system, and you wish to pursue the CIC ALP, please contact your dean, vice president, or other senior administrator and copy Cindi Leverich at leaders@msu.edu to indicate your interest.

Application Process

Tenure system, NSCL, or Health Programs Faculty Appointment Systems applicants should submit the following materials to the Office of Faculty and Organizational Development website: [http://fod.msu.edu/events/cic-alp-applications](http://fod.msu.edu/events/cic-alp-applications) by **February 12, 2015 at 11:59 p.m.**

- one copy of the nominee’s biographical summary (one page limit)
- one copy of a letter from the applicant clarifying why the applicant wants to participate in the Academic Leadership Program (2 page limit).
A screening committee of administrators and past CIC ALP Fellows appointed by the Office of the Provost will review the CVs and letters as a basis for selecting individuals to interview.

- If selected for an interview, one copy of a letter of nomination from the applicant’s department chair/school director should be submitted to the Office of Faculty and Organizational Development, 308 Administration Building, by **February 27, 2015**.

The screening committee will review applications and interview selected candidates.

MSU and CIC reaffirm their commitment to diversity by strongly encouraging the nomination of women and faculty of color.

**Criteria for Selection**

- Evidence of interest in academic administration, leadership issues and/or challenges in higher education (e.g. academic governance or significant leadership positions in public, private or volunteer agencies or programs outside of higher education). Having a formal leadership role is not a criterion for selection.

- Ability to present a coherent statement that relates the personal and professional benefits of the Fellowship to the needs of the University and the mission and goals of the academic unit.

- Evidence that the nominee has a commitment to and awareness of the need for diversity in higher education.

- Willingness to commit the time needed to benefit from the Fellowship year.

- Evidence of endorsement from appropriate department/school and college level administrators.

**Information Session**

All applicants are invited to attend an optional the CIC ALP Information Session on **Thursday, January 15, 2015, from 4:00 p.m. – 5:00 p.m. in the Administration Building, Room 443.**

(Registration Required: Please RSVP at: [http://fod.msu.edu/events/cic-alp-fellows-information-session](http://fod.msu.edu/events/cic-alp-fellows-information-session))

Questions may be directed to either Theodore Curry (thcurry@msu.edu) or Deborah DeZure (ddezure@msu.edu).

Please hold **Thursday, April 23, 2015, from 5:00 p.m. – 8:00 p.m.**, for a CIC ALP Welcome Dinner in the event that you are selected as a CIC ALP Fellow for 2015-2016. Also, please ask your immediate supervisor to hold this date to enable his/her attendance at the dinner.

DD/cel