An invitation to apply for the position of

Associate Vice President for Civil Rights and Title IX Education and Compliance
Michigan State University
East Lansing, MI

THE SEARCH

Michigan State University is seeking an experienced and highly collaborative individual to fill its Associate Vice President for Civil Rights and Title IX Education and Compliance (AVP) position. The AVP reports to the President of the University and leads the development and implementation of a comprehensive and dynamic approach to civil rights issues and Relationship Violence and Sexual Misconduct (RVSM) policies. The ideal individual will have in-depth experience working in civil rights compliance in higher education and a strong track record in evaluation and assessment, proven leadership experience driving Title IX initiatives in a large, fast-moving, complex academic or regulatory environment and the proven ability to forge partnerships cross organizationally.

The Office for Civil Rights and Title IX Education and Compliance is responsible for leadership of MSU’s civil rights compliance and efforts to cultivate a campus community that is free of discrimination and harassment. This includes oversight for the Office of Institutional Equity, and the Prevention, Outreach and Education Office. The Office for Civil Rights also coordinates with MSU entities that provide crisis and advocacy services to survivors of sexual assault and relationship violence. The office is also home to the University’s ADA coordinator.

Founded in 1855, Michigan State University is a leading land-grant University, and an innovator in research, teaching, and application of knowledge. The University was established to make higher education broadly available for the benefit of the public good and served as a model for the Morrill Land-Grant Colleges Act of 1862. MSU has evolved into a world-class University, offering a full spectrum of programs and attracting gifted professors, staff members, and students. The University is part of the Big Ten Conference and since 1964 has been one of sixty-two members of the prestigious Association of American Universities.

Michigan State University has retained Isaacson, Miller, a national executive search firm, to assist in this search. All inquiries, nominations, and applications should be directed in confidence as noted at the end of this document.
THE UNIVERSITY

Michigan State enrolls over 50,000 students, including 11,000 graduate and professional school students; employs more than 11,500 faculty and staff members; and reported total revenues of $1.3 billion for fiscal year 2017. MSU’s students come from all eighty-three counties in Michigan, each of the 50 states, and more than 130 other countries. Underrepresented minorities comprise 21.9 percent of the student body, and international students, 14.4 percent. MSU has over 540,000 living alumni worldwide.

The 5,100 MSU faculty members are the driving force behind the University’s growing reputation as a national leader in scientific research and development. A significant number have received national and international recognition, including membership in the National Academy of Sciences, the National Academy of Education, and the American Academy of Arts and Sciences. Many have received Dreyfus, Fulbright, Guggenheim, MacArthur, Sloan, and other awards. In FY 2016-2017, the University received nearly $600 million in external funding for research in food safety and security, human and animal health, energy, education, defense, international development, social and behavioral sciences, digital humanities, and other areas.

MSU’s East Lansing campus boasts 538 buildings, including ninety-five academic buildings, spread across 5,200 acres with 2,100 more acres in existing or planned development. The University owns approximately 19,600 additional acres throughout Michigan for agricultural and natural resources research and education. MSU offers students more than 200 programs of undergraduate, graduate, and professional study. The University has emerged as a leader in global education and ranks in the top ten for study abroad participation and international student enrollment. It also ranks No. 17 among large schools on the Peace Corps 2018 Top Volunteer-Producing Colleges and Universities list.

East Lansing is a safe, attractive and culturally rich place to live and work. It has the vitality, diversity, and culture of a University town, mixed with affordable housing, strong public schools, and accessible amenities. East Lansing has nearly 50,000 residents and is adjacent to Michigan’s capital in neighboring Lansing. The campus is approximately ninety minutes from Detroit, and equidistant between Chicago and Cleveland. Michigan residents enjoy four distinct seasons, the country’s longest freshwater coastline, and more than 11,000 inland lakes.

For more information about Michigan State University please visit www.msu.edu

LEADERSHIP

Satish Udpa was named Michigan State University’s Interim President on January 17th 2019. Prior to this, he served as Michigan State University’s Executive Vice President for Administration and University Distinguished Professor. He served as the Dean of the College of Engineering and Chair of the Electrical and Computer Engineering Department at MSU as well. Prior to joining MSU in 2001, Dr. Udpa was the Whitney Professor of Electrical and Computer Engineering at Iowa State University. He was on the faculty at Colorado State University prior to his stint at Iowa State University.

Interim President Udpa earned his Ph.D. in Electrical Engineering from Colorado State University.
THE OFFICE FOR CIVIL RIGHTS AND TITLE IX EDUCATION AND COMPLIANCE

The Office for Civil Rights and Title IX Education and Compliance maintains oversight of the Office of Institutional Equity, and the Office of Prevention, Outreach, and Education, as well as the ADA/Section 504 Coordinator. This office also coordinates with MSU entities that provide crisis and advocacy services to survivors of sexual assault and relationship violence. Overseen by the Office for Civil Rights and Title IX Education and Compliance, the Office of Institutional Equity (OIE) reviews concerns related to discrimination and harassment based on age, race, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, and weight under the University's Anti-Discrimination Policy (ADP) and Policy on Relationship Violence and Sexual Misconduct (RVSM). OIE staff are available to provide information on policies, connect MSU community members to resources, investigate complaints, and provide training. The Office of Prevention, Outreach, and Education (POE) promotes safety and improves quality of life by: educating members of the MSU campus community on sexual assault and relationship violence; eliminating violence on campus; empowering staff, faculty, and students to become advocates for a non-violent community; and positively affecting social change.

The office was formed as a demonstration of Michigan State’s commitment to: achieving the highest standards in assuring patient care and safety; preventing relationship violence and sexual misconduct; providing supportive services to students, staff, and faculty experiencing these issues; and responding in a trauma-informed manner to reports of such incidents. The University is working with internal and external experts to improve policies, procedures, programs, and operations. To learn more about how Michigan State and the Office of Civil Rights and Title IX Education and Compliance is fostering a safer campus please visit: [https://msu.edu/ourcommitment/our-actions/Safer-Campus.pdf](https://msu.edu/ourcommitment/our-actions/Safer-Campus.pdf)

As an indication of the University’s resolve, the 2018-2019 budget includes funding for: 13 new Title IX and related positions, including preventative and investigative staff; 10 positions in Counseling and Psychiatric Services; 6 new positions including advocacy, crisis intervention, and counseling staff in the Sexual Assault Program; 4 additional MSU Police Officers; and 4 new positions in the recently restructured office of Audit, Risk and Compliance. Increased resources directed to response in recent months include expansion of MSU’s Title IX office from 17 to 32 employees, and authorized growth of the MSU Sexual Assault Program from 11 to 17 employees.

To learn more about Michigan State University’s Relationship Violence and Sexual Misconduct (RVSM) policies please visit: [https://www.hr.msu.edu/policies-procedures/university-wide/documents/RVSMPolicy.pdf](https://www.hr.msu.edu/policies-procedures/university-wide/documents/RVSMPolicy.pdf)

KNOW MORE CAMPAIGN

In September of 2018, Michigan State began its “Know More” awareness campaign to promote the resources available to those in the campus community who are affected by sexual misconduct, relationship violence, and stalking. Thousands of the campaign’s “resource wheels” were distributed throughout campus and within the East Lansing community. The campaign will continue to address education and resources throughout the academic year. Michigan State stands with its survivors. MSU has some of the oldest sexual assault and relationship violence programs in the country. Nevertheless, the 2017-2018 academic year saw a renewal of the University’s
commitment to support those affected by sexual assault, relationship violence, and stalking. Through the Know More awareness campaign, Michigan State has made more readily available the knowledge of the following resources on campus:

- The MSU Sexual Assault Program (SAP) has provided counseling and advocacy services to survivors of sexual assault within the University community for nearly 40 years. The program provides a 24-hour crisis line, online crisis chat, over 60 crisis intervention volunteers, as well as individual and group counseling services.
- University Health Care, which has undergone a reorganization, including the creation of national exemplary policies, triage protocol, and a comprehensive review of student-athlete medical care.
- MSU Safe Place, which for nearly a quarter of a century has provided shelter and support services for students, faculty, staff, and community members affected by relationship violence and stalking.
- MSU Counseling and Psychiatric Services provides a multi-disciplinary, inter-professional model of care and services for students.
- MSU Sexual Assault Nurse Examiner Program; MSU is setting the foundation for a Sexual Assault Nurse Examiner (SANE) program to provide students, faculty, staff, and the greater East Lansing community with a reliable option for seeking post-assault medical forensic exams and forensic evidence collection.
- In November 2017, MSU hired a Youth Program Director designated to oversee all University-affiliated youth programs, on and off campus.

To view the Know More resource wheel and learn more about the campaign please visit: https://civilrights.msu.edu/_assets/documents/2017_2018_AnnualReport_REVISED_COVER_REmediated.pdf

THE ROLE OF ASSOCIATE VICE PRESIDENT FOR CIVIL RIGHTS AND TITLE IX EDUCATION AND COMPLIANCE

The Associate Vice President for Civil Rights and Title IX Education and Compliance will report to the President of the University and provide senior level leadership pertaining to all issues of civil rights and Relationship Violence and Sexual Misconduct (RVSM) policies as well as ADA/Section 504 compliance. The AVP will also serve as the University’s Title IX Coordinator.

OPPORTUNITIES AND CHALLENGES

Oversee and provide leadership for continued implementation of MSU’s Title IX and Civil Rights policies and state and federal compliance.

The AVP will oversee and provide leadership for the implementation, administration, and monitoring of Michigan State University’s compliance with civil rights laws, including Title IX and ADA/Section 504, and related University policies. The individual will lead the team to ensure complaints are handled in a prompt, thorough, and equitable manner. The AVP will lead the development and implementation of University policies, procedures, and grievance processes related to civil rights and Title IX that reflect input from the broader campus community and also consider the changing federal regulations pertaining to Title IX investigations. The AVP will also
lead the preparation of an annual report summarizing the University’s efforts related to civil rights and Title IX issues including investigation, prevention, outreach, education, and service provisions. Additionally, they will lead efforts to coordinate compliance with MSU’s resolution agreement with the US Department of Education Office for Civil Rights.

**Collaborate and coordinate with key campus partners.**

The AVP will coordinate with key communication partners to develop and execute strategic communication plans related to civil rights and Title IX education and compliance, including internal and external communications, development of resource materials and visual supports, and a comprehensive web presence that effectively communicates useful and accurate information on civil rights and Title IX including University policies, grievance procedures, reporting options, resources, as well as prevention, outreach, and education programs. The AVP will also lead collaborative efforts with campus partners to develop holistic and strategic plans relating to outreach and education that reflect the unique needs of diverse communities on campus.

**Lead University-wide efforts and initiatives aimed at prevention, outreach, and education.**

The AVP will lead new and support existing programs and initiatives designed to prevent sexual assault and relationship violence and provide education to students, faculty, and staff on such issues. The individual will also coordinate the annual training provided to individuals involved in Title IX grievance procedures, including OIE staff, MSU police, student conduct panel members, and relevant administrators. As the need for additional training and education programs changes over time, the AVP will need to be attuned to increased staffing and resource needs.

**Evaluate and monitor efficiency and effectiveness of MSU’s efforts.**

The AVP will evaluate the efficiency and effectiveness of MSU’s prevention, outreach, and education programs and the OIE investigative process including timeliness on an ongoing basis. The individual will also monitor the campus climate relating to civil rights concerns in support of positive culture change, and legal and regulatory compliance.

**Lead a growing team within the Office.**

As the Office continues to grow, the AVP will continue to develop a highly competent and nimble team, characterized by a deep service orientation, strong morale, and the highest standards of ethics and integrity. This will require ongoing assessment of the organizational structure and processes for all functions and systems and the ongoing professional development of the staff within the Office.

**THE SUCCESSFUL CANDIDATE**

Michigan State seeks a highly qualified collaborative individual with in-depth experience working in civil rights compliance in higher education. The new AVP must have a strong track record in evaluation and assessment, proven leadership experience driving civil rights initiatives in a large, fast-moving, complex academic or regulatory environment, and the proven ability to forge partnerships across large organizations. The successful candidate will bring many of the following skills and qualities:

- A strong, detail-oriented leader with a demonstrated ability to manage complex and sensitive matters with cross-functional teams in a timely manner;
• Significant knowledge of and experience in Title IX compliance, investigation, and prevention efforts in a University setting;

• Proven ability to provide thought leadership to transform and/or enhance institutional approaches to Title IX;

• Demonstrated knowledge of and ability to interpret non-discrimination laws and regulations, including Title IX, sexual harassment, and other applicable laws and regulations and experience in complaint resolution, investigations, and grievance processes;

• Exceptional critical thinking skills;

• A strong communicator who can convey the University’s stance on Title IX compliance to internal and external groups;

• A demonstrated professional history in successful and progressively responsible administrative roles; experience in strategic planning, program assessment, and policy development;

• Demonstrated knowledge and ability to interpret civil rights laws and regulations, including Title IX and ADA/Section 504;

• Proficiency with the Rehabilitation Act, VAWA, ELCRA, and Title VII;

• Demonstrated ability to successfully lead staff and effectively prioritize multiple projects;

• Demonstrated commitment to fostering and advancing a diverse and inclusive work force;

• Exceptional interpersonal skills;

• Commitment to the highest ethical and integrity standards;

• A J.D., Master’s, or other relevant advanced degree related to compliance.

TO APPLY
Michigan State University has retained the services of Isaacson, Miller, a national executive search firm, to assist the Search Committee in its identification and review of candidates. Confidential inquiries, nominations, referrals, and curriculum vitae with cover letters should be directed in confidence to:

Rebecca Kennedy, Partner
Sydney Giller, Associate
Isaacson, Miller
263 Summer Street
Boston, MA 02210
www.imsearch.com/6877

Electronic submission is strongly encouraged

Michigan State University is an equal opportunity/affirmative action employer.