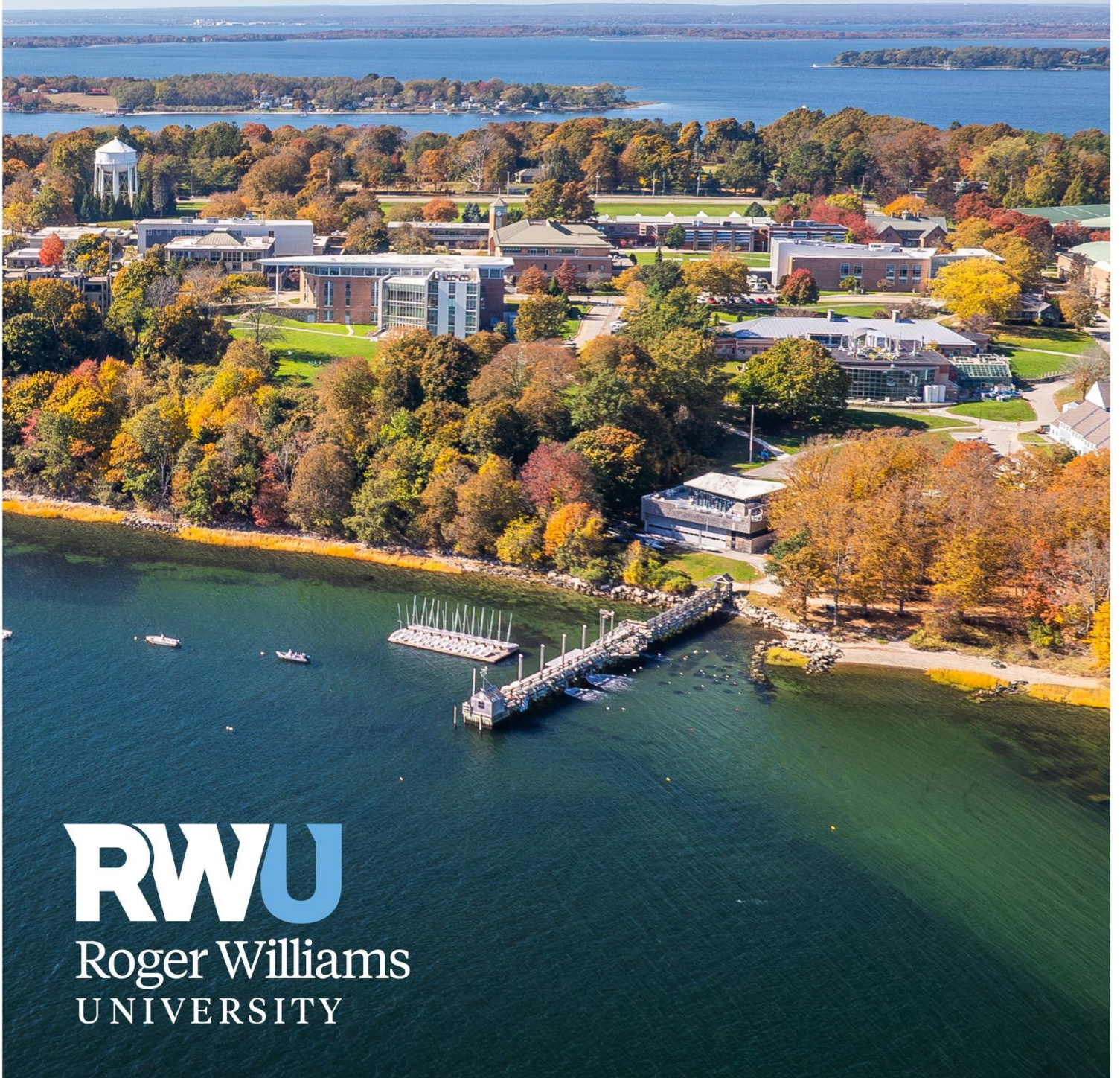


POSITION PROFILE

Associate Provost for Academic Affairs

July 2026



RWU
Roger Williams
UNIVERSITY



ABOUT ROGER WILLIAMS UNIVERSITY

Roger Williams University (RWU) dedicates its mission to strengthening society through engaged teaching, learning, and research.

Roger Williams University prepares students to be successful leaders and innovators in today's rapidly changing world. The distinctive focus on original research, engaged learning, and hands-on apprenticeships, practicums, and clinical learning opportunities provides students with real-world experiences, on and off campus, that empower them to be career- and job-ready, to succeed immediately and continue to advance throughout their careers. The commitment to academic excellence, engaged learning, and student success is the foundation of the university's mission. RWU delivers a world-class education and inclusive student experience.

RWU offers 50 undergraduate majors and robust offerings of graduate and professional programs across eight schools of study, including Rhode Island's only law school, with campuses on the coast of Bristol and in the heart of Providence, RI. A proud distinction of the university is the small class sizes with a 14-to-1 faculty-to-student ratio. This enables personal attention in the classroom, and a focus on undergraduate and graduate research and community engagement. A Roger Williams education blends the strengths of liberal arts and professional studies, providing all students with the depth and breadth of interdisciplinary thinking and well-rounded knowledge necessary to succeed in this interconnected, global world. RWU is strengthening society through engaged teaching, learning, and research so that students graduate with the ability to think critically and apply the practical skills that today's employers demand.

Roger Williams University seeks to recruit and support a broadly diverse community of faculty and staff. RWU values diversity, equity and inclusion, and respect for all races, genders, identities, and abilities, and is committed to creating a thriving community that encourages lifelong learning, professional development, and academic innovation. To learn more about Roger Williams University's commitment and support of diversity and inclusion, please visit <https://www.rwu.edu/who-we-are/diversity-equity-inclusion>.

University Points of Pride

- **Roger Williams University ranks #35 for Best Regional University North by U.S. News & World Report.**
- **Student-to-Faculty Ratio** and Class Size is 14:1 for undergraduate programs. Students have more personalized experience at Roger Williams University.
- **96% of RWU graduates** succeed by securing employment or graduate school within 6 months of graduation.
- **27.6%** of undergraduate students are the first in their families to attend college.
- \$78 million is awarded annually in financial aid to students.
- **Powerful combinations** at RWU cross disciplines, majors, minors, graduate programs, JD, internships, leadership opportunities, research, collaborations, and student experiences.
- **Location matters at RWU** with innovative Marine and Natural Sciences building which is home to an aquatic animal diagnostic lab and the state's only shellfish hatchery. The proximity to the ocean supports the popular Marine Biology program which allows students to explore the aquatic world through lectures, labs, fieldwork, and independent research.
- **Real-world learning** is engrained through our undergraduate curriculum with an Experiential Learning Requirement.
- **Applied Learning Labs** offer real-world experience. The Richard L. Bready Applied Learning Laboratories is a 27,325-square-foot building with seven advanced labs and senior-design project rooms.
- **Global opportunities for our students** include innovative faculty-led programs, international partnerships, and external program providers offering experiences around the world.
- **RWU is the only School of Law in the state of Rhode Island** and is ABA accredited receiving recognition for 'best price'. Students provide our local communities with pro bono legal services, serving real needs within our communities with more than 100 hours of service before graduation.
- **RWU Extension School serves a wide variety of learners** from our Providence campus offering certificates, associate/bachelor's degrees, professional training, apprenticeships and micro-credentials.
- Roger Williams University is recognized with a **second consecutive Carnegie Community Engagement Classification** for its commitment to community work and civic scholarship.

Leadership



Brian G. Williams, D.M. joined Roger Williams University in 2017 as Vice President for Enrollment Management and Marketing. He served as Chief of Staff since 2019, serving as a primary advisor to the president on institutional strategy and planning, and overseeing key university functions including marketing and communications, human resources, institutional research, board relations, and institutional effectiveness. He has also played a leadership role in the university's Strategic Action Plan and campus master planning, as well as diversity and inclusion and student success initiatives.

As **Interim President**, Dr. Williams is committed to listening to and engaging with students, faculty, staff, alumni, and community partners as Roger Williams University continues advancing its mission of academic excellence, experiential learning, civic engagement, and innovation. He is focused on strengthening the university's culture of collaboration, supporting student success, and positioning RWU for continued growth and impact in Rhode Island and beyond.

Before joining RWU, Dr. Williams held senior enrollment and analytics leadership positions at John Carroll University and Providence College, developing expertise in strategic enrollment management, institutional analytics, and organizational leadership.

Dr. Williams earned a Doctor of Management degree from the Weatherhead School of Management at Case Western Reserve University, where his dissertation examined the effects of real-time data visualization on organizational decision-making.



Margaret Everett has served as the **Provost and Vice President for Academic Affairs** since 2020. She is the strategic leader across RWU's six schools of study and the RWU Extension School, collaborating with faculty and staff on the design of new academic models and programs that enhance the university's mission to strengthen society through engaged teaching and learning. Previously she served as Provost and Vice President for Academic Affairs at Lesley University and as Dean of Graduate Students and Vice Provost for International Affairs at Portland State University.

Dr. Everett holds a PhD and M.Phil in Anthropology from Yale University and a Bachelor of Arts in Latin American Studies from Smith College. She has published extensively in the areas of public health and urbanization in Latin America through an anthropological and sociological lens.

Strategic Action Plan

With a unique mix of liberal arts and professional programs, top-notch faculty, the state's only law school, and hubs of innovation in Providence and Bristol, Rhode Island, RWU is poised to align its efforts and provide what the world needs from a modern, comprehensive university. As a result, the university continually seeks new partners, adapts strategies and focuses on making a difference with the communities and organizations served by the institution.

Five strategic priorities emerged from the Strategic Action Plan—Academic Excellence, Engaged Learning, Student Success, a Thriving Community, and Sustainable Futures. These priorities provide a guiding framework for the years ahead for collective, divisional, and individual initiatives across the university. [Click here to learn more about RWU's action plan.](#)

Accreditations

Roger Williams University is accredited by several different accreditation bodies, including the New England Commission of Higher Education (NECHE), the Association to Advance Collegiate Business Schools (AACSB), the Accreditation Board for Engineering and Technology (ABET), and the American Bar Association (ABA), among others. [Click here to view all RWU's accreditations.](#)

ABOUT ACADEMIC AFFAIRS

Roger Williams University (RWU) is a dynamic, student-centered, comprehensive university with a distinctive academic identity shaped by broad-based learning, professional preparation, experiential education, and community engagement. The university's Academic Master Plan advances a vision of academic excellence grounded in real-world learning, interdisciplinary collaboration, faculty expertise, and intentional connections among programs, credentials, research, and professional pathways. RWU creates "Powerful Combinations," allowing students to integrate academic knowledge through interdisciplinary programs with experiential learning, internships, research, leadership opportunities, and career preparation.

Academic Distinction and Areas of Strength

RWU provides a unique blend of liberal arts and professional studies. With the humanities, business, and entrepreneurship education at the center, RWU's academic portfolio is organized around three areas of distinction that reflect the university's existing strengths, location, faculty expertise, and opportunities for interdisciplinary growth:

Marine Science and Innovation builds on RWU's coastal setting and connects marine biology, environmental science, sustainability, engineering, chemistry, entrepreneurship, communication, policy, and law.

Designed and Built Environments brings together architecture, engineering, construction management, historic preservation, real estate, sustainability, planning, design, and community development. This distinctive strength leverages RWU's Bristol and Providence locations while engaging regional challenges such as housing, resilient infrastructure, adaptive reuse, and sustainable development.

Law, Society, and Justice connects RWU's undergraduate programs, School of Law, graduate education, and professional learning opportunities through areas including criminal justice, cybersecurity, forensic science, public policy, ethics, psychology, and civic leadership.

Together, these areas of distinction demonstrate RWU's ability to create academic programs that are both deeply grounded in disciplinary excellence and intentionally interdisciplinary.

Undergraduate and Graduate Academic Excellence

Undergraduate education is the foundation of RWU's identity, with graduate education increasingly important to RWU's academic strategy. All RWU programs combine rigorous academic study with faculty mentorship, applied learning, and a full range of opportunities for students to connect classroom experiences with professional goals. RWU's schools collectively contribute to a comprehensive academic environment:



professionals and contemporary practice.

The **Cummings School of Architecture** offers rigorous programs in architecture, historic preservation, and related design disciplines that prepare students to address complex challenges in the built environment. Faculty members bring professional practice experience and scholarly expertise into the classroom, mentoring students through studio-based learning, research, and real-world projects. The school's nationally recognized Architecture Teaching Firm in Residence Program connects students directly with leading architecture

The **Mario J. Gabelli School of Business** provides undergraduate and graduate programs in areas such as finance, marketing, management, accounting, entrepreneurship, sports management, and international business. Its faculty combine academic scholarship with industry experience, creating a learning environment where students develop both business knowledge and practical leadership skills. The school is accredited by the Association to Advance Collegiate Schools of Business reflecting its commitment to excellence in business education.



The **School of Engineering, Computing, and Construction Management** prepares students through programs in engineering, computer science, cybersecurity, construction management, and related fields that emphasize innovation and applied problem-solving. Faculty members are active educators, researchers, and industry professionals who engage students through hands-on projects, research opportunities, and emerging technologies. The school's focus on experiential learning ensures graduates leave with practical skills and professional readiness.

The **School of Justice Studies** offers interdisciplinary programs that explore criminal justice, legal studies, public policy, politics, and the social forces that shape systems of justice. Faculty bring expertise to provide students with an in-depth view of the justice system, including the courts, policing, corrections, and forensics, and to connect classroom learning with current issues affecting communities and institutions. The school is home to the Forensics and Networking Security (FANS) lab where students work with cutting-edge technology, and offers a one-of-a-kind, virtual-reality crime-scene training program.





The **Feinstein School of Humanities, Arts, and Education** provides a wide range of programs in the humanities, communication, education, communication, graphic design, creative arts, and related fields that foster critical thinking, creativity, and civic engagement. Faculty are dedicated scholars, artists, and educators who mentor students through research, creative projects, and close faculty-student collaboration, connecting the humanities with practical career preparation and meaningful community impact.

The **Feinstein School of Social and Natural Sciences** offers programs spanning the natural sciences and behavioral sciences, including biology, marine biology, psychology, chemistry, environmental studies, public health, math, physics, pre-health programs, and other disciplines that examine the world through research and inquiry. Faculty members are active researchers who involve students in laboratory work, field studies, independent research, and interdisciplinary exploration. The school is home to a Wet Lab, a commercial-scale Shellfish Hatchery and Farm, Aquatic Diagnostic Laboratory, Molecular Biology laboratory space, research greenhouses, a 200-ft learning platform/doc, and a research vessel.



RWU School of Law provides comprehensive legal education through programs focused on legal theory, advocacy, public interest law, business law, and professional practice. Faculty members are accomplished scholars, attorneys, and practitioners who bring real legal experience into the classroom while supporting students' development as future advocates and leaders. RWU School of Law is Rhode Island's only law school and is recognized locally and nationally for its strong commitment to experiential learning, including clinics, externships, and practice-based education.

RWU Extension School provides flexible educational pathways designed for working professionals, adult learners, and students seeking career advancement through degree completion, certificates, and continuing education programs. Faculty bring expertise from both academic and professional settings, supporting students with accessible, career-focused learning opportunities. The school is nimble and responsive in its mission to expand access to a RWU education through flexible formats that meet the needs of diverse learners.

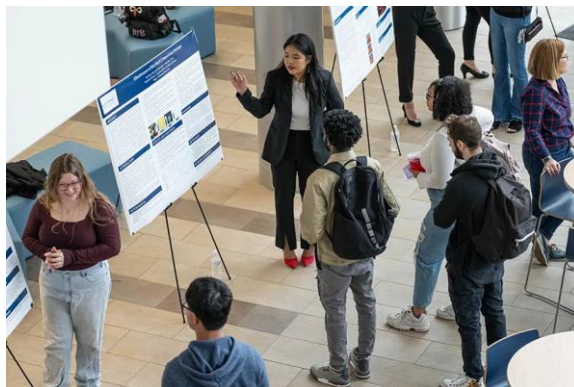
General Education at RWU

Roger Williams University's general education program is a flexible, interdisciplinary curriculum designed to build broad intellectual skills alongside students' majors. It emphasizes six areas of learning: Writing, Creativity & the Arts, Global Perspectives, Systems Thinking, Social Inquiry, and Quantitative Inquiry. The program prioritizes critical thinking, communication, creativity, and problem-solving through student choice, interdisciplinary study, first-year and senior learning experiences, and opportunities such as Core Concentrations that deepen learning beyond a student's major.

Experiential Learning, Research, and Global Engagement

Experiential education, research, and global engagement are central to RWU's academic model. RWU's Experiential Learning Requirement ensures all students integrate academic knowledge with practical experience, fostering professional readiness, civic engagement, and global awareness through internship, co-op, or practicum original research projects, creative works, community service, and study abroad experiences.

Students collaborate with faculty, perform independent research in labs and in the field, compete for grant funding, publish papers, present at conferences, compete in regional and national academic challenges, work on community-engaged research projects, and more. RWU's Office of Research and Sponsored Programs supports faculty and student research, working with investigators to pursue external funding and manage post-award activities, and provide programming designed to enhance RWU's culture of faculty mentorship and engagement.



The Spiegel Center for Global and International Programs administers study abroad programming across more than 40 countries on six continents, with faculty-led short-term programs offered every academic break. The university's international partnerships—including its relationship with the American College of Greece/American University of Greece—support study abroad opportunities, academic collaboration, and broader global engagement.

Academic Success

The faculty at Roger Williams University are committed teacher-scholars who bring a strong commitment to excellence in teaching, scholarship, and student mentorship. Faculty engage students through experiential and interdisciplinary learning, mentorship, and meaningful opportunities for research and creative inquiry. They emphasize accessible, student-centered education, fostering close relationships with students while supporting intellectual curiosity and growth, critical thinking, skills development and career preparation for success in the classroom and beyond graduation.

RWU's Honors Program provides a unique academic and social community with a robust curriculum grounded in engaged and reflective learning. The program develops "Citizen Scholars" with interdisciplinary, project-based seminars, community engagement, and a mandatory Senior Capstone Project. The program is accessible through test-optional, holistic admissions for incoming freshmen, late-entry pathways for current and transfer students, and "Honors Contracts" that allow students in demanding majors like Engineering or Architecture to turn standard courses into advanced, independent studies without delaying graduation.

RWU's Center for Student Success (CSAS) is dedicated to helping undergraduate and graduate students navigate and achieve their degree goals through holistic, multi-departmental support. The center integrates the Advising & Peer Mentorship Office, the Tutoring Center, Student Accessibility

Services, and International Student & Scholar Services to offer comprehensive supports for academic growth. By collaborating directly with faculty on early academic alert interventions, providing peer-to-peer mentoring, and hosting study skills workshops, CSAS proactively guides students to develop effective educational pathways and thrive both inside and outside the classroom.

THE OPPORTUNITY

Associate Provost for Academic Affairs

The Associate Provost for Academic Affairs will join RWU at a pivotal moment: strengthening academic quality, advancing innovation, supporting faculty excellence, and helping shape an integrated undergraduate, graduate, and professional education ecosystem.

The Associate Provost for Academic Affairs will provide leadership and administrative support for programs and learning services across academic divisions. The Associate Provost will support all areas of Academic Affairs, with a particular emphasis on faculty development and provide leadership for pedagogical development of full-time and adjunct faculty. This includes the support for faculty learning communities, new faculty orientation, and faculty leadership training.

Working with the Provost and Deans, the Associate Provost will support new program development, including graduate programs. Working with the Office of Research and Sponsored Programs, the Associate Provost will guide initiatives that support and promote faculty and student research. The Associate Provost will also work collaboratively with the offices of the Registrar, Student Life, Admissions, Bursar, Institutional Research, Study Abroad, and other university entities and support all institutional accreditation activities in close partnership with the university's accreditation liaison.

The Associate Provost provides coordination for academic oversight of international partnerships, including the American University of Greece/ULE. In this newly established partnership, RWU will serve as the degree granting institution for the AUG/ULE. The Associate Provost will work closely with the staff in Athens and in Bristol to ensure the smooth operation and appropriate academic oversight of all programs within the AUG/ULE.

Essential Functions/Characteristics

Executive Leadership and Strategic Operations

- Serve as a senior advisor to the Provost and Senior Vice President for Academic Affairs, advancing institutional priorities and supporting strategic academic initiatives.
- Act as a primary liaison between the Provost's Office and internal and external stakeholders, fostering collaborative relationships across the university community.
- Represent the Provost's Office on university committees, task forces, and institutional initiatives as assigned.
- Lead and coordinate special projects and cross-functional initiatives that advance the mission and strategic goals of Academic Affairs.
- Contribute to the development, implementation, assessment, and continuous improvement of institutional policies, procedures, and operational practices.
- Ensure the highest standards of professionalism, discretion, confidentiality, and ethical conduct in all areas of responsibility.

Academic Administration and Institutional Effectiveness

- Provide leadership in the development, implementation, and continuous refinement of academic policies and procedures to enhance operational effectiveness, compliance, and alignment with institutional priorities.
- Assist the Provost with review of faculty portfolios submitted for promotion, tenure, and sabbaticals.
- Coordinate new faculty orientation and support faculty integration and success.
- Assist in the planning and execution of the Fall Faculty Conference and other faculty development initiatives.

International Partnerships

- Serve on the Educational Partnership Committee of the American University of Greece/ULE.
- Coordinate with the registrars of the ULE and RWU to support academic policy and operations of the ULE.
- Support initial and periodic academic review by RWU faculty.
- Serve as a liaison to the EPC Director of the ULE.
- Work with Study Abroad on the development and maintenance of other international partnerships, including student exchange agreements and faculty led study abroad.

Accreditation, Compliance, and Governance

- Lead and coordinate institutional accreditation activities, with primary responsibility for compliance with NECHE standards and reporting requirements.
- Partner with the university's accreditation liaison to ensure the timely preparation and submission of all accreditation reports and related documentation.
- Serve as Institutional Officer for the Institutional Animal Care and Use Committee (IACUC), Human Subjects Review Board (HSRB), and designated grant application processes.
- Ensure compliance with university policies, faculty contractual obligations, Equal Employment Opportunity (EEO) standards, and applicable regulatory requirements governing academic affairs and employment actions.
- Observe and administer the conditions of the RWU Faculty Association contract.

Budgetary and Resource Management

- Develop, administer, and monitor assigned Academic Affairs budgets with responsibility for forecasting, fiscal planning, expenditure oversight, and resource allocation.
- Provide strategic fiscal guidance to ensure efficient utilization of resources in support of institutional and divisional priorities.
- Ensure compliance with university financial policies, procedures, and expenditure controls.

Faculty Affairs and Research Support

- Partner with the Research Office to expand faculty development opportunities that strengthen research, scholarship, and creative activity across the University.
- Develop and support initiatives that promote faculty and student scholarship, interdisciplinary collaboration, and external funding opportunities.
- Serve as a liaison to the faculty union (RWUFA), providing guidance and support related to grievance resolution and other faculty affairs matters as appropriate.

Staff Leadership and Organizational Development

- Provide strategic leadership, supervision, and operational oversight for the Honors Program and the Study Abroad Program.
- Foster a culture of collaboration, innovation, accountability, and continuous improvement within Academic Affairs operations.

International and Academic Partnership Oversight

- Serve as the university's primary academic liaison to the American College of Greece on matters related to oversight of the University Legal Entity (ULE).
- Coordinate and verify curriculum assessment processes and approval of new academic programs within the ULE.
- Ensure appropriate university faculty governance and oversight in the review and approval of curriculum and academic standards.
- Serve as a member of the Educational Policy Committee of the ULE.
- Collaborate with the university Registrar to ensure the integrity and effective administration of transcripts, records management, and degree conferral processes related to the ULE.

Teaching and Additional Responsibilities

- Teach one course annually within the faculty member's academic discipline, as assigned.
- Perform additional duties and responsibilities as assigned by the provost or designee in support of the goals and mission of Academic Affairs.

Additional Functions

- Periodically teach an in-discipline course, schedule permitting and in consultation with the provost.
- Respect and maintain confidentiality, parameters of operation, professional protocols, and individual privacy.
- Perform other administrative/instructional duties assigned by the provost.

Required Qualifications

- Ph.D. or equivalent terminal degree and teaching experience in post-secondary education.
- Five years of experience in a role commensurate with the rank of Associate/Full Professor.
- Demonstrated knowledge of the theories of learning and curricular design, and innovative teaching approaches (e.g., collaborative learning, engaged learning, problem-based learning, writing to learn).
- Demonstrated knowledge of learning and program assessment strategies.
- Strong awareness of the needs of students, faculty, the university, and the community.
- Excellent oral and written communication skills.
- Demonstrated record of fostering collaboration and lasting partnerships.

Preferred Qualifications

- Five years of administrative experience at the program, school, or university level.
- Experience with program development and implementation.

At the University's discretion, the education and experience prerequisites may be excepted where the candidate can demonstrate, to the satisfaction of the University, an equivalent combination of education and experience specifically preparing the candidate for success in the position.

Procedure for Candidacy

View this position posting and submit your application at [RWU.EDU/JOBS](https://www.rwu.edu/jobs).

Roger Williams University will begin a review of application materials immediately and continue until the position is filled; applications received **by August 15, 2026**, will be given first consideration. Please include a curriculum vitae or resume, cover letter, and list of five (5) professional references (to include one supervisor, one direct report, and one colleague/peer in addition to two others). All applications and nominations will be held in confidence.

Questions may be directed to Lisa Quinn (lquinn@rwu.edu).



BRISTOL & PROVIDENCE, RHODE ISLAND

From a quaint New England town to the center of the capital city, Roger Williams University has two campuses that provide students with diverse learning experiences and opportunities. Both campuses are home to a tight-knit community of citizen scholars, leaders, world travelers, athletes, environmentalists, artists, music fans, thinkers, and doers.

RWU's main campus is located in Bristol, Rhode Island, a historic town that is home to the nation's oldest Fourth of July parade. The campus sits on a sprawling 143 acres overlooking Mount Hope Bay and is just minutes from downtown Bristol – home to restaurants, ice cream shops, boutiques, antique shops, the East Bay Bike Path, and Colt State Park. It is only a 30-minute drive to Providence and Newport, Rhode Island's beach capital, a 60-minute drive to Boston, and three hours to New York by car or train.

BRISTOL



Bristol is ranked among the [Best small towns in America](#), [Safest Cities in America](#), and most Interesting Destinations in the U.S. Nestled between New York City and Boston, a half hour from Newport, RI, Bristol is a charming coastal town featuring a walkable downtown filled with restaurants and shops, historical sites, a state and several town parks, and a scenic paved walking/biking path that runs along the coastline, connecting Bristol to Providence.

Town of Bristol, RI <https://www.bristolri.gov/quality-of-life/>

PROVIDENCE



Providence is dubbed the Creative Capital, and the city is home to amazing restaurants, concerts, festivals and the internationally acclaimed WaterFire. It's consistently rated as one of America's favorite food cities by Travel + Leisure magazine and is filled with great shops and a thriving music scene. RWU'S campus in Providence, RI, is the home of RWU Extension School and our Law School clinics, and hosts the MBA program and other graduate-level classes.

City of Providence: <https://www.providenceri.gov/>