Divisional Overview

Academic Affairs

Brent Carbajal, Provost/Vice President for Academic Affairs
Academic Affairs Division Overview

The Provost and Vice President for Academic Affairs is the chief academic officer of the University and responsible to the President for providing administrative oversight and academic leadership.

The primary focus of the Provost is to plan, direct and support instructional and research activities at WWU and to work collaboratively with other University administrators, faculty, and staff to achieve these objectives.
The Provost’s primary areas of oversight include: academic planning, academic policy, faculty and academic budgets, faculty affairs, assessment and outcomes, and institutional research. The Provost administers the seven academic colleges and academic support services, as well as all undergraduate and graduate Programs.

Other areas of oversight responsibility include the university libraries, information and instructional technology, faculty research, international programs, honors programs, extended education and summer programs, and Shannon Point Marine Center.

Other areas of responsibility include: strategic planning, accreditation, instruction and research, and the evaluation of programs and instruction.
Academic Affairs Organization

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Academic Affairs Leadership

Brian Burton, Associate Vice President for Academic Affairs

The Associate Vice President for Academic Affairs oversees Academic Budget and Administration, working together with its staff and others throughout the University on budget issues and faculty-related processes. The Associate Vice President also collaborates with the Provost on faculty affairs and union issues. The Associate Vice President also oversees several interdisciplinary programs, centers, and institutes including:

- Border Policy Research Institute
- Center for Canadian-American Studies
- Institute for Global Engagement
- Institute for Energy Studies
- Karen W. Morse Institute for Leadership
- Office of Sustainability
- Ray Wolpow Institute
- Salish Seas Studies Institute

In addition, the Associate Vice President is involved in strategic planning and strategic initiatives for the University. The Associate Vice President works closely with the Provost, Special Assistant to the Provost, Deans, and others in furthering the University’s strategic mission.
Robert Squires, Vice Provost, Outreach and Continuing Education

Outreach and Continuing Education endeavors to assist WWU departments in their efforts to reach out to the broader community and includes: Independent Learning; Summer Session; Conference Services; Professional Studies; Youth Programs; Senior Programs; and Degree Programs. Summer Session allows students to continue their studies through the summer and speed their progress toward graduation. Outreach and Continuing Education explores outreach opportunities and ways to serve the needs of Washington State residents throughout our region and around the State by expanding the offerings available to working adults and place bound individuals unable to easily access programs on the main campus and to address specific needs identifies by our community partners.

David Patrick, Vice Provost for Research/Graduate Dean

The Office of Research and Sponsored Programs (RSP) encourages, facilitates, and supports faculty and student research, creative activities, and scholarly pursuits. Through pre-award, post-award, and compliance, RSP assists faculty and students in areas vital for success in their scholarly endeavors. Pre-award supports individuals and teams during the proposals writing and submission phase, while post-award is responsible for the fiscal management of funded projects. RSP’s compliance area focuses on the ethical conduct of research, includes support for human subjects and animal research, and administers university policies in these areas. RSP works closely with Contracts Administration to ensure intellectual property issues, right to publish, and areas important to scholarly pursuits and academic freedom are appropriately established for each project. RSP also provided internal funding in support of scholarly endeavors for faculty and students. Also reporting to the Vice Provost is Scientific Technical Services.

The Vice Provost for Research/Graduate Dean is also responsible for the Graduate School which provides students quality graduate education with opportunities for research and professional development. Graduate programs are intended to prepare able students for teaching, entering professions, career advancement and further advanced study.
Jack Herring, Vice Provost for Undergraduate Education

The Vice Provost for Undergraduate Education serves as the Provost’s chief assistant on all matters related to undergraduate education at Western. The vice provost supervises the director of First-Year Programs, the Fellowships Office, and efforts in Academic Affairs related to community engagement. The vice provost is the Provost’s representative to curriculum-related committees of the Faculty Senate and works in other curriculum-related areas; serves as director of assessment activities in Academic Affairs, including the assessment of student learning outcomes; works closely with the Office of Institutional Effectiveness and the Accreditation Liaison Officer on University-level assessment activities; and works to improve the transfer experience at Western.

The Office of Undergraduate Education oversees the American Democracy Project, the Center For Community Learning, the Fellowship Office, First Year Programs, the Honors Program, University Catalog, and Western Reads. The Office of the VPUE also coordinates the annual orientation program for New Faculty members Department Chairs.
Thank You

If you would like more information regarding Academic Affairs or the Provost Office, please contact:

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