Assistant Vice Provost for Undergraduate Education and Chief Academic Technology Officer (0669U) 77
University of California, Berkeley

Job Title	Assistant Vice Provost for Undergraduate Education and Chief Academic Technology Officer (0669U) 77
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Apr. 15, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate Vice-(Provost/Chancellor)
Academic Field(s)	Computing/Informational Services Academic Affairs Senior Administration
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Job Description	

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

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As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our Guiding Values and Principles, Principles of Community, and Strategic Plan.

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for supportive colleague communities via numerous employee resource groups (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can grow your career at UC Berkeley.

Departmental Overview

Research, Teaching, and Learning (RTL) is composed of several teams providing support for instructors and researchers at Berkeley. With leadership in their area of expertise, teams coordinate around consultations, resources, tools, and projects across RTL for the broader campus community.

Job Summary

The Assistant Vice Provost for Undergraduate Education and Chief Academic Technology Officer (CATO) is the strategic leader who provides vision and direction at the intersection of teaching, learning, and technology across the UC Berkeley campus. The position reports to the Vice Provost for Undergraduate Education with a dotted line to the Associate Vice Chancellor for IT and CIO. The CATO oversees Research, Teaching, and Learning (RTL), which includes several service organizations employing over 65 full-time staff members with an annual budget of approximately $17 million. The position is also the primary IT liaison between the academic community and teaching and learning technology. The CATO builds strong partnerships and supports shared governance with academic units, the Academic Senate, Berkeley IT, the Office of the Vice Chancellor for Research, Student Affairs, the Graduate Division, colleges and schools, other units, and various faculty stakeholders to ensure that Berkeley's deployment of academic technology is successful and that faculty are supported in their teaching mission.

This position oversees directors and managers of the following functional areas and teams in RTL:

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The Center for Teaching and Learning (CTL), which stands with educators to imagine what meaningful learning experiences look like at Berkeley, both in classrooms and beyond them. CTL's mission is to uplift instructors so that they can teach in ways that matter to them, their students, and the broader instructional community at Berkeley. CTL provides services and programs to advance best practices in all aspects of curriculum, instruction, and assessment, and sharing knowledge of evidence-based, student-centered, and outcomes-guided pedagogy. CTL also provides instructional design support for schools, colleges, and individual faculty members to create high quality online course content.

Classroom Design + Engineering, which provides planning, design, installation, and maintenance support for technology in the General Assignment classrooms on campus. The Design + Engineering team also maintains a set of technology standards it uses in deploying AV/IT in these classrooms.

Classroom Technology Support, which provides service management and support to classroom technology to enhance the academic mission, including the Classroom Technology Support Helpdesk, Instructional Equipment Checkout, Specialized Auditorium Support, Active Learning Classroom Support, and Instructional Computing Classrooms.

Learning Environments + Tools, which provides service management, support and consultations for teaching and learning technologies, including the learning management system (bCourses), course capture, video management, online discussions and polling tools, course evaluations, and academic integrity and accessibility software.

An internal Development and Operations group that supports the operations of technologies managed by RTL and develops software that supports the learning management system and advising tools.

The KALX Radio Station, which broadcasts freeform radio to the SF Bay Area at 90.7 FM and to the world on the internet. KALX provides students with experiential learning, leadership and discovery opportunities, and the ability to produce and broadcast high-quality, creative and diverse programming not heard elsewhere on the radio.

The RTL Media Team specializes in producing high-quality instructional videos, audio, and podcasts to enhance teaching and learning. They handle filming, editing, and post-production to support faculty and academic programs in delivering engaging and accessible educational content.

In addition to these groups, the CATO is supported by an immediate office that provides leadership and support for RTL organizational development including staff and team growth, implementation of campus initiatives, and the management of the Academic Innovation Studio (AIS). In addition, this

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team coordinates daily business and financial management, employee relations, communications, and strategic initiatives.

Application Review Date

The position will remain open until filled, with application reviews beginning in Mid May.

Responsibilities

Strategic Leadership of RTL:

- Manages the strategic direction of RTL's units to ensure that resources are appropriately leveraged to support the intersection of teaching, learning, and technology on campus. Aligns RTL's strategic plan with the Division of Undergraduate Education strategic plan, the campus strategic plan and the Berkeley technology plan. Provides vision and direction for teaching and learning support services focusing on pedagogy and instructional technology across the campus. Oversees the development and adherence to planned resources and goals in projects and operations for all RTL units. Oversees, through subordinate managers, the assessment of campus academic technology needs and helps establish priorities for evaluating, designing, and implementing systems that support teaching, learning, and research. Ensures RTL's technology and service offerings remain responsive to faculty and student needs by guiding feasibility studies, system enhancements, and process improvements. Provides guidance and direction for the overall unit including operations, budgets, staff, and space planning. May be called upon to initiate change management efforts, by modifying and refining existing procedures and methods and adapting to evolving campus priorities. Ensures systematic evaluation of RTL services in order to report progress and drive improvement.

People Leadership:

- Champions and ensures the creation of a healthy and inclusive workplace culture and climate for 65+ staff members by establishing expectations and initiatives, while managers of the various RTL units implement and sustain these efforts at the team level.
- Establishes and maintains a positive team culture, maintains transparent communication within RTL as appropriate and advocates for staff development. Takes lead in conflict resolution. Mentor/coach direct reports in their leadership of teams.
- Leads, models, and champions collaboration within RTL teams and externally with other units in UE and IT and with various campus units and stakeholders.

Academic Technology Leadership:

- Responsible for oversight, through reporting managers, of the campus enterprise services and programs provided through the respective RTL units, including the learning management system and its integrations, the campus online discussion platform, and video conferencing and management software for instructional use. Coordinates with the Chief Information Officer and central IT (Berkeley IT) to ensure efficient and effective IT service management of all technology resources across campus and appropriate integrations and provisioning. Collaborates with the CIO, the Chief Research Technology Officer, and other IT leaders in technology-related risk management and meeting overall campus IT policy/compliance needs. Initiates, supports, and provides thought leadership and partnership on strategic technology programs that further campus academic and operational goals.
- Serves as a key conduit and liaison between UC Berkeley and the higher education community, sharing UC Berkeley's strategic work at national meetings and conferences.

Financial and Operational Leadership:

- Responsible for overseeing RTL's budget of approximately $17M/year, ensuring careful spending practices to use limited resources effectively. Makes strategic decisions regarding RTL financial outlay; advises and/or consults when appropriate with the VPUE and CIO relating to strategic resourcing decisions and/or needs. Ensures collaborative partnership with the divisional finance team to ensure alignment with divisional and campus financial best practices. Actively seeks funding opportunities to generate revenue that supports existing and new RTL services.
- Provides strategic leadership in operational planning, establishing priorities for space utilization and resource allocation to align with institutional goals. Provides thought leadership to and ensures accountability with subordinate functional managers/direct reports in ensuring RTL's appropriate resource allocation and management, including accurately reporting usage of course materials fee and student services fee funding.

Executive Advising and Campus Engagement:

- Serves on the leadership team for the Division of Undergraduate Education and One IT; attends regular meetings with the Vice Provost and CIO, respectively. Advises senior management in UE and IT, and campus-wide on complex and/or controversial situations related to academic technology on campus and in higher education. Represents and communicates campus technology needs related to teaching and learning by sponsoring forums, chairing advisory

boards, and serving on appropriate campus committees, such as the Provost's Advisory Committee on AI. Advises and consults the CIO as appropriate relating to academic technology matters. Consults with key constituents such as deans and chairs, Academic Senate committees, individual faculty members, students, and administrative partners to assess needs and set strategic direction and opportunities. Maintains awareness of current educational research and student needs; incorporates evolving best practices into RTL's services and programs as relevant.

- Undertakes professional development and participates in other key strategic initiatives as relevant.

Required Qualifications

- Thorough knowledge of information technology systems, particularly in academic/educational contexts. Familiarity with learning management systems and other tools in teaching/learning, such as: video conferencing and recording, polling and survey tools, grading management software, course and curriculum design tools, technology that supports academic integrity, and/or accessible technology.
- Understanding of and experience with information technology management best practices, including IT service management, agile development, and project management, and cybersecurity frameworks.
- Proven ability to lead strategic planning efforts and manage organizational change.
- Thorough knowledge of organizational development, operational planning, program management, and leadership. This includes expertise in budget planning and management, human
- resources management and staff training, and data collection and analysis.
- Thorough understanding of current educational and learning theories. This includes staying updated on recent academic trends, pedagogical theory, and curriculum design.
- Ability to leverage creativity and strategic thinking to advance pedagogical and/or academic technology initiatives within a resource-constrained environment. Ability to foster collaborations to maximize available resources while meeting evolving teaching and learning needs.
- Demonstrated political acumen with the ability to balance competing priorities, build consensus among diverse stakeholders, and the ability to navigate complex governance structures in higher education.
- Advanced written and oral communication skills: effectively listen and communicate complex information both in writing and orally, to a range of stakeholders, such as faculty, students and/or university leadership.
- Advanced skills in supervision and staff development: Overseeing staff recruitment, training, development, and performance management. Ability to mentor/coach a diverse team and create a welcoming and effective organizational culture.

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- Strong relationship building and collaboration skills and understanding of working in a matrixed organizational structure. Ability to develop partnerships and gain buy-in to move projects forward in a decentralized environment.
- Ability to oversee IT teams, such as a team of software developers, effectively.
- Bachelor's degree in related area and / or equivalent experience / training.

Preferred Qualifications

- Familiarity with radio broadcasting best practices and/or ability to quickly learn.
- Experience managing represented employees in a collective bargaining environment; knowledge of labor relations best practices.
- Knowledge of program assessment and evaluation methodologies.
- Advanced degree preferred.
- Substantial years of experience managing an information technology and/or academic technology teams and staff.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's Compensation & Benefits website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary range that the University reasonably expects to pay for this position is $235,000.00 - $300,000.00

The full salary range associated with the classification is $171,000.00 - $345,600.00

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Other Information

This position is not fully remote and will require some in-person presence.

How to Apply

To apply, please submit your resume and cover letter.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Misconduct Disclosure

As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

UC Sexual Violence and Sexual Harassment Policy
UC Anti-Discrimination Policy
Abusive Conduct in the Workplace

Equal Employment Opportunity

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The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the U.S. Equal Employment Opportunity Commission poster.

The University of California's Affirmative Action policy.

The University of California's Anti-Discrimination policy.

To apply, visit
https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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University of California, Berkeley

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