Position Description, Vice Chancellor for Research and Graduate Education
University of Wisconsin-Madison

Minimum number of years and type of relevant work experience:
Candidates must have extensive senior leadership experience in a large research organization. It is strongly preferred that candidates are qualified to be appointed tenure at the level of full professor at UW-Madison.

UW-Madison’s Research Enterprise:
UW-Madison is one of the most comprehensive and productive research universities in the world. In 2016-17, UW-Madison spent $1.2 billion on total research and development efforts, ranking sixth nationally (fourth among public institutions). Nearly the entire UW-Madison research enterprise is located on one continuous campus with a globally recognized academic health center, 13 schools and colleges, 22,000 faculty and staff, 30,000 undergraduates, 9,200 graduate students and 2,400 professional students. Additional research enterprise facts:

- UW-Madison is home to over 100 research centers, 16 of which operate across campus and report directly to the Vice Chancellor for Research and Graduate Education;

- UW-Madison’s ongoing partnership with the Wisconsin Alumni Research Foundation (WARF) has led to the campus being ranked sixth in the U.S. in patents awarded to universities, and first in the Big Ten. WARF was the first university patenting/licensing organization in the U.S. and has been highly successful for decades. Through its accumulated income from past patents, it supports over $60 million in research and scholarship on campus every year;

- UW-Madison is currently engaged in a number of ventures designed to build teams that can effectively pursue big science research questions. The Cluster Hire Initiative leverages the university’s long tradition of interdisciplinary research to build strength in targeted research areas. UW2020 – a campus-wide research competition – seeds high-risk, high-impact projects that demonstrate extraordinary potential.

Principal Duties:
The Vice Chancellor for Research and Graduate Education (hereafter the Vice Chancellor) is the chief officer of the University responsible for overseeing and coordinating the research enterprise and graduate education on campus. The Vice Chancellor reports directly to the Chancellor and this is an at-will appointment. The Vice Chancellor is an advocate for all research endeavors on campus, supporting the arts and humanities, social, biological and physical sciences. As a senior leader the Vice Chancellor will be expected to demonstrate and advance the highest level of ethical conduct and professionalism in his/her performance. In this role, the Vice Chancellor serves as the Chancellor’s partner in articulating and implementing a vision for
how UW-Madison will retain and build upon its long history of excellence in research and graduate education. The Vice Chancellor works closely with the Provost, other Vice Chancellors, deans, faculty, staff, students, and shared governance groups to design and implement the programs, organizational structure, and resource management that contributes to UW-Madison's three-fold mission of excellence in education, research, and outreach, all of which directly support the Wisconsin Idea. The Vice Chancellor holds primary responsibility for maintaining and enhancing the quality of the research enterprise across campus, and works closely with the Chancellor, the Provost, the Vice Chancellor for Finance and Administration, and the University Research Committee to build and implement a strategic vision for the University's research efforts.

Responsibilities:

1. The Vice Chancellor maintains oversight of the Graduate School, which has an annual budget of $19 million that supports graduate students in 150 master's and 120 doctoral fields. In 2016-17, UW-Madison ranked second nationally in the number of PhDs awarded, and first among PhDs awarded in the life sciences. The Dean of the Graduate School (DGS) reports to the Vice Chancellor.

2. The Vice Chancellor will be a close partner with the Wisconsin Alumni Research Foundation (WARF), developing proposals for funding, directly overseeing the effective distribution of WARF funds across campus to support research and graduate education, and facilitating intellectual property agreements between WARF, UW-Madison, and private-sector entities when needed.

3. The Vice Chancellor is expected to provide leadership in efforts to promote entrepreneurship, technology transfer, and University-private sector research partnerships across campus. S/he will oversee Discovery to Product (D2P), a UW-Madison entrepreneurship program, and help coordinate and support other entrepreneurship-based initiatives. The Vice Chancellor also works closely with the Office of Business Engagement on matters involving technology transfer and economic development, the University Research Park, the Morgridge Institute for Research, and other relevant units.

4. The Vice Chancellor is responsible for all aspects of research compliance and ethics, including human subjects, animal, select agents, conflict of interest, and the responsible conduct of research. S/he selects and supervises the work of the Associate Vice Chancellors for Research Policy and Compliance and Research Policy and Integrity.

5. The Vice Chancellor selects and supervises a team of Associate Vice Chancellors on all issues related to the research enterprise across the four divisions of the Arts and Humanities, Biological, Physical, and Social Sciences.
6. The Vice Chancellor is responsible for oversight of the Office of Research and Sponsored Programs (RSP), ensuring excellent financial administration of research grant funding.

7. The directors of 16 major research centers report to the Vice Chancellor, who is responsible for overseeing and mentoring faculty and staff leadership, and providing support in the financing and operations of these centers. These centers include faculty and staff from multiple disciplines across campus; the Vice Chancellor is expected to be a leader in encouraging interdisciplinary efforts that address key research issues across campus and beyond.

8. The Vice Chancellor is responsible for the campus research infrastructure. S/he works with the Provost, Vice Chancellor for Finance and Administration, and Chief Information Officer in planning for shared technology resources and research computing.

9. The Vice Chancellor is UW-Madison's most prominent spokesperson on issues relating to scientific endeavor, intellectual property, technology transfer, science funding, and the value of innovation to business development and economic growth. The Vice Chancellor is expected to be a leader in local, state, and national conversations on these issues.

10. The Vice Chancellor is a close partner with the Vice Chancellor for University Relations in communicating about research at UW-Madison to the campus and the public through multiple channels, and in making sure that information about Federal agency funding opportunities and Federal funding changes are broadly communicated across campus.

11. The Vice Chancellor is responsible for overseeing the administrative functions that support the research and graduate school enterprise. S/he is responsible for hiring skilled people when needed, and providing effective leadership, mentoring, and professional development for the staff who work in his/her office.

12. The Vice Chancellor works closely with the Provost and senior leadership across campus to ensure UW-Madison continues to recruit and retain the best faculty, graduate students and researchers.

13. The Vice Chancellor, in collaboration with the Chancellor and other leaders across campus, is responsible for proactively thinking about changes in institutional structure, programming, and budget allocation that will keep UW-Madison's reputation as a world-class institution.

14. The Vice Chancellor is expected to work with UW-Madison’s Washington D.C.-based Office of Federal Relations to advocate for federal research funding with members of Wisconsin’s Congressional delegation, while remaining active in professional organizations that also advocate for research funding, such as Association of American Universities (AAU), American Council on Education (ACE), Association of Public and
Land-Grant Universities (APLU), and the Big 10 Academic Alliance.

**Preferred skills/experience include:**
- Demonstrated leadership experience in both research and in graduate education, and a vision for the future of these enterprises at large public universities;
- Experience working collaboratively with faculty, staff, students and shared governance groups, and establishing a culture of service among staff supporting the research enterprise;
- Experience in effectively securing and structuring extramural funding for basic and applied research, and an ability to work with deans, department chairs, and researchers in establishing financially stable and excellent research programs;
- Knowledge and experience with intellectual property, the transfer of technologies from lab to market, and the use of industry partnerships in an academic setting, and an interest in providing creative leadership to such efforts at UW-Madison;
- Interest and commitment to fostering entrepreneurial efforts among students, faculty and staff;
- Commitment to promoting and maintaining diversity among faculty, staff and students;
- Experience with research compliance issues, including human subjects, animals, select agents, and conflict of interest;
- Experience in establishing and overseeing financially stable, world-class graduate programs;
- Experience in working with public and private groups who fund research and graduate education, including experience with Federal funding agencies, private foundations, industrial partners, and private donors;
- Experience in effectively managing staff, budgets and resources while setting strategic priorities to obtain additional resources; Ability to lead diverse working teams comprised of individuals who directly report and those who do not to achieve institution-wide objectives;
- Experience and prominence in the national conversations about science, innovation, research funding and a willingness to provide leadership and promote the strengths of UW-Madison in these conversations;
- Track record of effective communicaton; demonstrated ability to work with media and public officials to promote research and graduate education;
Experience in faculty and staff hiring, retention, and professional development, with a focus on supporting excellence in research;

**Application Instructions**

Applications and nominations must be received by November 26, 2018 to ensure consideration. A letter of application describing interest in the position and how professional experience has prepared the candidate for this position should be accompanied by a resume and the names, addresses, emails, and telephone numbers of five professional references. Candidates will be informed before references are contacted. The search and screen committee will evaluate candidates’ qualification and select individuals for interviews. Finalists will interview with the chancellor, provost and appropriate staff and governance groups.

Please submit inquiries, nominations and application materials to: Professor Dorothy Farrar Edwards, chair of the search and screen committee, c/o Suzanne Teer, Witt/Kieffer search firm, [UWMadisonVCRGE@wittkieffer.com](mailto:UWMadisonVCRGE@wittkieffer.com), **by November 26, 2018** to ensure consideration.