

ASSOCIATE VICE PRESIDENT AND GENERAL COUNSEL

IRC22296

The Office of the Associate Vice President and General Counsel provides legal counsel to the Chancellor and President, Cabinet Members, and the Board of Regents striving to offer timely and responsible advice about the broad array of legal issues that face modern, public, complex institutions of higher education.

Responsibilities include: Providing counsel and advice on employment and civil rights complaints, tort/personal injury matters, student conduct, grievances, policies and procedures, university contracting issues, and claims. Provides legal advice on matters concerning the rights, obligations, and privileges of the university including representation in hearings and other judicial proceedings. Performs accountable and responsible legal work involving representation and interpretation of statutes pertinent to the University. Serves as board secretary to the Board of Regents. As the Open Records Officer, the position will review public records requests in accordance with the Texas Public Information Act. The position will supervise the Assistant General Counsel and Sr. Administrative Assistant, and will work closely with department heads, deans, chairs, managers and supervisors, including related programs and individuals throughout the University to establish a culture of compliance with university policies, state and federal regulations. In addition, the position will be required to collaborate with a variety of state agencies, such as the Office of Attorney General, on legal matters pertinent to the university.

Education: J.D. or L.L.B. degree and Licensed Attorney in good standing with the Texas Bar Association.

Experience: Ten years of extensive and progressively responsible legal experience. Experience in dealing with legal matters in an academic setting required. Must be familiar with Texas Higher Education Codes and Texas laws. Demonstrates knowledge of federal and state Equal Opportunity, Title IX, ADA and other nondiscrimination and educational opportunity laws, rules, and regulations. Experience with writing policies and procedures. Experience delivering training on various regulatory or legal issues.

Application Information: The Associate Vice President and General Counsel Search Committee will begin reviewing applications immediately and will continue until the position is filled. For full consideration, candidates must provide a letter of interest and résumé. Review of candidate materials will begin immediately and continue until the successful candidate has been selected. To apply for this position, visit: <https://careers.twu.edu>.

About TWU

Below you'll find our Strategic Plan video, Highlights of TWU Distinctions and our Mission Statement, all of which will help to put our leadership positions into context. (<https://twu.edu/leadership-searches/>)
[Strategic Plan Video](#)

Highlights of TWU Distinctions

Created in 1901 by the 27th Texas State Legislature, Texas Woman's University (TWU) has become known for its contributions and leadership in the fields of education, nutrition, the arts, sciences, and especially in the nursing and health care professions. TWU offers the student services, faculty support and campus esthetics more typically found at a private university. The university believes in a quality education that is affordable and accessible, which is why it offers more than \$15 million in scholarships annually.

In 2014, The Chronicle of Higher Education cited Texas Woman's as the [fifth-fastest growing public doctoral university in America](#) (55 percent growth from 2003 to 2013). It is the only university in the Lone Star State to offer doctoral degrees in occupational therapy, physical therapy, dance and women's studies. About 12

percent of the university's nearly 16,000 students are men, who have been admitted to the University's graduate programs since 1972 and undergraduate programs since 1994.

TWU prides itself on providing students with a well-rounded educational experience focused on service, health and well-being, and integrity. Respect for diversity in all dimensions (U.S. News & World Report ranks the university in the [top 10 in the nation for diversity](#)) and a safe campus environment ([TWU is among the safest campuses in the nation](#)) are among the hallmarks of a TWU education. The university also is [nationally recognized as Military Friendly](#).

TWU's main campus is in the booming North Texas college town of [Denton](#), just 40 miles from the Dallas-Fort Worth Metroplex and consistently named one Texas' and the nation's [best college towns](#). It also has health sciences centers in Dallas' prestigious [Southwestern Medical District](#) and the world's largest medical center in Houston ([Texas Medical Center](#)).

The University offers more than 60 programs of study with a total of 110 undergraduate and graduate degrees (bachelor's: 43, master's: 47 and doctoral: 20) in traditional, online and hybrid formats. Nearly 60 percent of Texas Woman's University students take at least one online course, and one-fourth of its graduate students only take online courses.

TWU faculty and staff are passionate defenders of a "learn by doing" experiential learning environment where they provide students with opportunities to engage in campus, workplace and community activities that can help shape their sense of purpose, their appreciation for the importance of building quality personal and professional relationships, and their ability to address life's challenges.

This holistic, mentoring approach to developing students as engaged, productive citizens in this complex world of the 21st Century encompasses understanding of the balance of health, spiritual and mental well-being.

The Economist magazine ranks [Texas Woman's University No. 45 in the nation and No. 2 in Texas](#) out of 1,275 universities for maximizing students' earning potential. The median first-year earnings of TWU bachelor's degree graduates are the [second highest among Texas public universities](#). Some 85 percent of TWU's bachelor's degree graduates are employed or enrolled in graduate school within one year of graduation, and 80 percent of students who complete a graduate degree are working in Texas within one year of graduation.

In its more than 115 years, the University has achieved national acclaim in a number of academic programs, from nursing and nutrition to physical therapy, occupational therapy, and library and information studies.

After creating the state's first home economics labs in the early 1900s, University nutrition faculty led bone density research with NASA during the first space missions and, more recently, created [publicly available food safety training and informational videos and materials](#) in English and Spanish designed to help reduce food-borne and allergy illness as part of a national grant from the U.S. Department of Agriculture. TWU also is the [first university in Texas](#) to offer a Culinology® degree program, which provides students an opportunity to combine both culinary arts and food science training. This certification program provides the food industry with product development employees.

TWU faculty also developed the treatment model now taught globally in occupational therapy. Texas Woman's is the only university in the state with Adapted Physical Education master's and doctoral degree specializations. In addition, the University is home of Texas' first TeachLivE™ lab, where teacher candidates practice their skills on student avatars.

In 2015, the University established two new centers that already are gaining important traction. TWU's new [center for women in business](#) is focused on helping Texas achieve its goal of being No. 1 in the United States for women-owned businesses. In addition, the university's new [Woodcock Institute for the Advancement of Neurocognitive Research and Applied Practice](#) is pursuing interdisciplinary research into the cognitive profiles of individuals with diagnosed exceptionalities (learning disabilities, neuropsychological conditions, behavioral and psychiatric disorders and giftedness).

Texas Woman's also is one of only 19 [Reading Recovery](#) university training centers in the U.S. Reading Recovery is the world's most widely researched intervention for young children having extreme difficulty with early literacy learning. TWU's Reading Recovery faculty have contributed to communities in six states by training more than 35,000 Reading Recovery teachers, teaching nearly 300,000 Reading Recovery students, and more than 17,000 Descubriendo la Lectura (the Spanish version of Reading Recovery) students.

TWU's [music therapy program](#) is the oldest ongoing program in Texas and one of the first programs of its kind in the U.S. Promising external national research suggests that music therapy may have a role to play in minimizing the effects of stroke and helping to improve stroke patients' quality of life. Texas Woman's Dallas campus also is home to The Stroke Center, which offers innovative brain-based treatments for aphasia following stroke.

Eight women who taught visual arts at the university from the Roaring 20s through the 70s today are considered the "Pioneers of Modernism Art" in Texas. Today, TWU visual arts faculty and students continue to receive [national recognition](#) for their work. TWU also established Texas' first department of music in 1915, and a century later, TWU's music students perform across the U.S., including at the Kennedy Center and Carnegie Hall.

TWU faculty research, often conducted with students, affects the lives of Texans and others. Whether it's developing programs to reduce violence against women around the world, working with veterans and their families, expanding access for children with autism or identifying more effective ways to treat cancer cells, faculty are working to improve lives and make a difference.

Mission Statement

Texas Woman's University cultivates engaged leaders and global citizens by leveraging its historical strengths in health, liberal arts, and education and its standing as the nation's largest public university primarily for women. Committed to transformational learning, discovery, and service in an inclusive environment that embraces diversity, Texas Woman's inspires excellence and a pioneering spirit.

Texas Woman's University is an Equal Opportunity Employer - Disabled, Veterans and Other Protected Groups.