

## Chair position, Department of Art, UTEP, Texas

The University of Texas, El Paso, Texas, US, Sep 01, 2025

Application deadline: Jan 10, 2025

Melissa Warak, University of Texas at El Paso

The Department of Art at The University of Texas at El Paso (UTEP) invites applications for a Chairperson to commence Fall 2025 (five-year renewable contract). The successful candidate will serve as the administrative and educational leader of approximately twenty full-time, tenured, or tenure-track faculty members and a staff of three. Serving nearly 600 undergraduate majors, the Department of Art offers BA programs for art education and art history, along with BA and BFA programs in studio art (ceramics, drawing, graphic design, metals, painting, printmaking and sculpture), and a minor in museum studies. Our facility in the Fox Fine Arts center includes four stories of studios (drawing, painting, graphic design, foundations, sculpture, wood shop, ceramics, metals, printmaking), classrooms, and the Glass Gallery, our departmental exhibition space. The successful candidate will have the administrative experience and organizational skills to lead the department and will bring a clear vision of the future of studio education, art history, art education, and museum studies that incorporates contemporary practices. The Chair will liaise with the Dean of the College of Liberal Arts and the upper administration and work to ensure that the needs of the department are fully met. For more information about the Department of Art at UTEP, please visit our website: <https://www.utep.edu/liberalarts/art/>

Tenure, rank, and salary are commensurate with the candidate's qualifications.

### Required Qualifications:

- Terminal degree in studio art (M.F.A.), art history (Ph.D.), art education (Ph.D.), or a related field
- Tenure at the rank of either Associate or Full Professor or an equivalent at current institution
- Administrative or leadership experience at the Department and or College/University levels
- National or international record of scholarly or artistic achievement

### Preferred Qualifications:

- Prior experience (1-2 years) in an Assistant Chair, Chair, or Interim Chair position or in a college or university administration position
- Experience in student advising
- Working knowledge of university software platforms and learning management systems

### Duties:

- Oversee budget, recruitment, hiring of staff, and faculty appointments
- Work with staff to oversee department functions and infrastructure
- Work with faculty to develop curricula, facilities, and scheduling
- Promote the department's future development

- Liaise effectively with the administration, college, and community
- Support and mentor the professional growth of faculty
- Course Instruction consistent with workload policies and departmental needs
- Advise departmental majors and minors and communicate with central advising: the C.L.A.S.S. Center and Academic Advising Center
- Coordinate student travel, including study abroad programming
- Use Microsoft suite of software, PeopleSoft (or similar), Faculty Success, and UTEP's learning management system
- Resolve personnel and student issues and conflicts
- Advance the collaborative relationship with our campus contemporary arts center, the Stanlee & Gerald Rubin Center for the Visual Arts

#### About The University of Texas at El Paso:

The University of Texas at El Paso is a Tier-1 research university and the leading Hispanic-Serving Institution in the United States. Located at the westernmost tip of Texas, where two U.S. states and two countries converge along the Rio Grande, UTEP is a public research university that transforms lives. Eighty-four percent of our students are Hispanic, and more than half of undergraduates are first generation college students. At UTEP, our 25,000 students have access to over 170 bachelor's, master's, and doctoral degree programs in nine colleges and schools. UTEP is recognized as one of the best research universities in the country for connecting students with the community around them.

#### Required Application Materials:

- Cover letter or letter of application
- Curriculum vitae
- Vision for a Department of Art at a university with the double designation of R1 and HSI.
- Statement of leadership and management philosophy
- Research statement (one to two pages)
- Teaching and mentoring statement (one to two pages)
- A scholarly portfolio, which may include two to three writing samples of published research or a portfolio of fifteen to twenty creative works (must be formatted as a single PDF; no external links)
- Names and contact information for three professional references.

Review of complete applications will begin January 10, 2025. The position will remain open until filled. Incomplete applications will not be reviewed.

To apply, please visit: <https://www.utep.edu/human-resources/services/employment/>

For additional information or questions:

Dr. Melissa Warak (she/her)

Chair, Department Chair Search Committee

Department of Art

mcwarak@utep.edu

(915) 747-7849

Hiring based on budget approval.

In keeping with its access, excellence, and impact mission, The University of Texas at El Paso is committed to an open, diverse, and inclusive learning and working environment that honors the talents, respects the differences, and nurtures the growth and development of all. We seek to attract faculty and staff who share our commitment.

The University of Texas at El Paso is an Equal Opportunity / Affirmative Action Employer. The University does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, genetic information, veteran status, or sexual orientation and gender in employment or the provision of services in accordance with state and federal law. Discrimination on the basis of sex includes an employee's or prospective employee's right to be free from sexual harassment under Title IX of the Higher Education Amendments of 1972.

Reference:

JOB: Chair position, Department of Art, UTEP, Texas. In: ArtHist.net, Oct 13, 2024 (accessed Dec 19, 2025), <<https://arthist.net/archive/42917>>.