

September 29, 2017

Mr. Alejandro Perkins, Chair
Board of Supervisors University of Louisiana System
1201 North Third Street
Suite 7-300 Baton Rouge, LA 70802

Dear Presidential Search Committee:

Please accept this letter of application and curriculum vitae in consideration for the position of President at Nicholls State University.

Nicholls State University speaks to me as an institution and community. It was my home for four years as an undergraduate student (BS Marketing '86) and the place to which I have always aspired to return, and remain. I am a proud Nicholls alum and a fan of Colonel athletics. I have been featured in the *Nicholls Worth* ('87) and *Voila* ('09). Two of my three sisters graduated from Nicholls. My nephew and niece attend the university now, and a second nephew is scheduled to start there next fall. Simply put, Nicholls has long been home to the Clune family.

I am confident that I have the leadership abilities, senior administrative experience, business acumen, and interpersonal skills to lead my alma mater through its current fiscal challenges to distinction as a transformative force in the Bayou Region. The success of the Bayou Region is dependent upon the health of Nicholls, and the success of the region is critical to the future of my family in the oil and gas industry.

I thrive on challenges as is evident by the administrative positions I have held at the University of West Florida (UWF) over the past 13 years. I am particularly proud of my recent interim service these past two years: moving quickly from accreditation fellow to associate provost, vice provost, and now dean. I have been asked to step in to accomplish critical tasks: guide the academic enterprise through the regional accreditation process; coordinate the development of new undergraduate and graduate programs in STEM, health, and education; accelerate the time-to-degree in select programs; revise academic policies to improve retention rates; and create a more centralized system of graduate education.

My academic career has spanned two decades at UWF, a mid-sized regional university (Carnegie: doctoral, moderate research) with 13,000 students, about 3,000 of whom are graduate

students. Part of the 12-member State University System of Florida, UWF has an online enrollment of 30%, with almost 60% of graduate student credit hours taught online. The university's Main, Emerald Coast, and Online campuses serve a diverse population, which includes many first-generation college students and non-traditional students.

UWF functions within the highly competitive State University System with a metrics-based funding model. This model puts a portion of a state institution's base budget at stake each year. It demands fiscal responsibility, highly innovative recruitment and retention strategies, and a coherent and strategic portfolio of undergraduate and graduate program offerings.

My 13-year administrative career at UWF has spanned all levels: department, college, school, and division. The Provost and President have afforded me the opportunity to experience almost every aspect of academic administration, including but not limited to the following areas: budgets, tenure and promotion, student and faculty recruitment, faculty evaluations, student retention, regional and disciplinary accreditation, online programming, program development, community college articulation, academic assessment, institutional effectiveness, strategic planning, shared governance, collective bargaining, business development, grants, contracts, and fundraising.

I have a long history of working collaboratively with the Faculty Senate and the Faculty Collective Bargaining Unit on campus. I am a member of the Provost's Council and the President's Extended Cabinet. I have served on the Campus Care team, a cross disciplinary group of professionals who review critical cases of student behavior, consult with appropriate experts, and provide recommendations and advice to university administration. I am confident that students, staff, faculty, administrators, and board of trustee members would judge me hardworking, innovative, collaborative, transparent, and trustworthy.

As you can see, I have served in multiple administrative positions of increasing responsibility over the past 13 years. On July 1, 2017, the day my mentor, Dr. George Ellenberg, was appointed the permanent Provost, he re-established the position of Dean of the Graduate School and invited me to step into that role (all positions in Academic Affairs are interim for six months). I joke that my daughters think "interim" is a job title, but I am honored that Provost Ellenberg and President Martha Saunders trust me to tackle challenges where they arise.

My current challenge is to establish a more centralized system of graduate education at UWF, the goals of which are to ensure academic quality and rigor, establish a coherent university portfolio

of graduate offerings that reflects state mandates and market demand, and sustain excellence on two graduate-related state performance metrics: (1) percent of bachelor's graduates employed or continuing their education and (8) graduate degrees awarded in areas of strategic emphasis (Education, Gap Analysis, Global, Health, STEM).

On a related note, I am part of an eight-member administrative task force that coordinates all university initiatives to improve the institution's performance on the ten state-mandated metrics. Initiatives of the task force include the strategic distribution resources (financial aid, advisors, etc.) to improve retention and graduation rates and recommendations on new academic programs in strategic areas of emphasis. This year UWF climbed from #10 of 12 to #3 of 12 in performance funding, finishing just ahead of the much larger Florida State University. This rise was bolstered by scores of the maximum allowable 10 points on each of the two graduate-related metrics. In comparison, last year the scores on the same two graduate-related metrics were 6 and one. As a result of hard work by many faculty and staff and the implementation of innovative initiatives, UWF received an additional \$10 million in funding this year.

In addition to focusing on the two graduate-related performance metrics, the Graduate School is engaged in three other initiatives: first, in collaboration with the Division of Research and Strategic Innovation, the launch of UWF's new Global Online initiative to grow the university's overall student population by 2,500; second, in coordination with the university's five academic colleges, a campus-wide graduate enrollment plan to increase the number of graduate degrees awarded in areas of strategic emphasis; and third, working with the College of Education and Professional Studies to develop alternative pathways to the EdD to address low degree production in a large online program.

At UWF, graduate student headcount and FTE are up at a time when the number of first-time in college students and transfer students are down. To foster these increases, the Graduate School has worked closely with the academic colleges and individual departments and also with Academic Partnerships, a third party vendor, to market graduate programs and recruit students. More recently, we have been working with the Division of Advancement and the Office of Research and Sponsored Programs to raise money for graduate research and travel and with the Office of Diversity to diversify the on-campus graduate student population.

Almost four years ago, Provost Ellenberg brought me into the Office of the Provost to work on what proved to be a very successful regional accreditation reaffirmation process. During my tenure as Administrative and Accreditation Fellow, I chaired the search for the Dean of the new

College of Arts, Social Sciences, and Humanities and served as Acting Dean of that college. Subsequently, I became Associate Vice Provost for Academic Programs, Interim Vice Provost, and now Interim Dean of the Graduate School. Prior to this, I served 8 ½ years as Chair of the Department of History and 1 ½ years as Acting Chair of the Department of Philosophy and Religious Studies.

My tenure and promotion through the ranks were based on distinguished accomplishments in teaching, research, and service. My teaching evaluations typically averaged 85% in the excellent and very good categories. My scholarship throughout the tenure and promotion process was very traditional (monographs and journal articles), but in recent years I have become a practitioner of applied history. Applied history affords me the opportunity to stay engaged in the discipline and to work collaboratively with students and colleagues across campus and across the country.

My applied projects include Next Exit History, a commercial startup that delivers information on historical sites via a mobile app, and Mistory, a podcast series about unsolved historical crimes. These projects are multidisciplinary and involve large numbers of graduate and undergraduate students, as well as high school students. The projects have been built on grants and public-private partnerships. They have exposed me to issues of technology transfer, copyrights, patents, contracts, and, generally, the business side of education. These projects represent more than \$1 million in internal and external grants and corporate support.

In terms of community service, I have served on the school advisory councils of local Catholic elementary and high schools, as a judge at countless history fairs, as a volunteer coach in the Catholic Youth Sports League, Upward Sports, and the YMCA, and as a Buddy for Miracle League. I have received volunteer and community service awards from the YMCA of Greater Pensacola, Upward Sports, and Vanderbilt Catholic High School.

I have the ability to easily relocate to my alma mater, as I have received support from my Provost and President to search for a higher position during this interim period. I also have the great desire to return home, and remain. I hope that my accomplishments, experience, and skill set meet your expectations. I appreciate you taking the time to review my materials and thank you for your consideration.

Sincerely,

Jay Clune ('86)

Jay Clune

Educational Background

Ph.D. in History, Louisiana State University, Baton Rouge, LA, 1997
Specializations in Latin American History, European History, and Cultural Geography

M.A. in Latin American Studies, University of Alabama, Tuscaloosa, AL, 1990
Concentrations in History and International Business

B.S. in Marketing, Nicholls State University, Thibodaux, LA, 1986

Recent Experience at the University of West Florida

Interim Dean, Graduate School, July 2017-Present

Responsible for operation and oversight of the University of West Florida Graduate School; oversight of state-mandated, performance-based metrics that are relevant to graduate programs; coordination of an external review of the university's decentralized system of graduate education; improved coordination of the university's Ed.D. program; development of a graduate education strategic enrollment plan; collaboration with Academic Partnership to market select graduate programs for targeted enrollment growth; collaboration with the Division of Research and Strategic Innovation to launch Global Online strategic enrollment-growth initiative; and oversight of graduate student complaints and related processes.

Interim Vice Provost, Academic Affairs, December 2016-July 2017

Assisted the Provost in the overall management, planning and daily operations of the Division of Academic Affairs. Responsible for oversight of the Graduate School; Center for University Teaching, Learning, and Assessment; and Office of Continuing Education. Also responsible for oversight of the textbook affordability process; distribution of technology fees; student assessment of instruction; state-mandated performance metrics relevant to graduate programs; and student complaints and related processes. Other duties included coordination of faculty productivity reporting; curriculum planning, review, and accountability; academic assessment reporting; faculty credentials; and academic program accreditation.

Associate Vice Provost for Academic Programs, December 2015-December 2016.

Assisted the Vice Provost in daily operations of the Division of Academic Affairs. Responsible for oversight of the Graduate School. Other duties included faculty productivity reporting; curriculum planning, review, and accountability; faculty credentials; academic program accreditation; and student complaints and appeals.

Interim Associate Vice Provost for Academic Programs, August 2015-December 2015.

Assisted the Vice Provost in daily operations of the Division of Academic Affairs. Responsible for oversight of the Graduate School. Other duties included faculty productivity reporting; curriculum planning, review, and accountability; faculty credentials; academic program accreditation; and student complaints and appeals.

Acting Dean of the College of Arts, Social Sciences, and Humanities, August 2014-September 2014

Chaired the search committee for the founding dean of the college. Served as Acting Dean when the new dean's start date was delayed. Responsible for setting up the college, staffing the office, and running day-to-day operations of the college.

Academic Coordinator of Regional Accreditation, January 2013-August 2015

Assisted the SACSCOC liaison in all aspects of the university's regional reaffirmation process for the Southern Association of Colleges and Schools, Commission on Colleges. Served as one of two administrators who managed the university's response to the external review committee's report and the onsite review team's visit due to the SACSCOC Liaison's departure during the reaffirmation process. The result was successful reaffirmation for the university with only one minor finding.

Other Experience at the University of West Florida

Chair of History Department, August 2004-January 2013

Acting Chair of Philosophy and Religious Studies Department, 2010-2011

Professor of History, 2009-Present

Associate Chair of History Department, 2003-2004

Associate Professor of History, 2002-2009

Assistant Professor of History, 1997-2002

Project Manager, Historical Archaeology, 1997-2003

Other Experience

Peace Corps Volunteer Guatemala, 1987-1989

Secured grants through the US Agency for International Development and the Peace Corps to fund latrine projects and small agricultural cooperatives; organized boys 4 H clubs

Select Publications and Applied History Projects

Monographs

Clune and Stringfield, *Historic Pensacola*, University Press of Florida, Hardcover 2009; Paper 2017.

Cuban Convents in the Age of Enlightened Reform, University Press of Florida, 2008.

Articles and Book Chapters

“Islands of Women in a Sea of Change: Havana’s Female Religious Communities in the Eighteenth-Century Atlantic World,” in *Women and Religion in the Atlantic Age* (UK: Ashgate, 2013).

Clune, et al. “Settlement, Settlers, and Survival: Documentary Evidence from Presidio Santa María de Galve,” in *Presidio Santa María de Galve* (Gainesville: University Press of Florida, 2003).

“Historical Overview,” in *Presidio Santa María de Galve* (Gainesville: University of Florida Press, 2003).

“The Effort to Redefine the Role of Convents in Late Eighteenth Century Havana.” *Colonial Latin American Historical Review* 10.1 (Fall 2001): 127-145.

“A Cuban Convent in the Age of Enlightened Reform: The Observant Franciscan Community of Santa Clara of Havana, 1768-1808.” *The Americas* 57:3 (January 2001): 309-327.

Applied History Projects

Founding Partner, Next Exit History Mobile Application (nextexithistory.com)

Involving undergraduate, graduate, and high school students in researching and writing site histories for publication on the Next Exit History app.

Creator and Writer, Mistory Project (mistorypodcast.com)

Involving graduate and undergraduate students in researching, writing, narrating, and producing podcasts.

Grants at UWF

External Grants (Clune PI)

Florida Humanities Council (2011), \$2,000
State University Research Commercialization Assistance (2010), \$30,000
Institute for Commercialization of Public Research (2009), \$10,000
West Florida Historic Preservation, Inc. (2009), \$10,000
Florida Humanities Council (2008), \$25,000
Fulbright Grant for Graduate Study, Spain (1995-1996)
LSU John A. Perry Fellowship in Latin American Studies (1995-1996)

External History Department Grants during Tenure (Other PIs)

Florida Department of Education (2009-2011), \$250,000
National Endowment for the Humanities (2009), \$150,000
National Park Service Grant (2008), \$22,000
Florida Humanities Council (2004), \$25,000

Awards

UWF Marion Viccars Award (given to one administrator each year), 2015
Alumnus of the Year, Vandebilt Catholic High School, 2011
Florida Historical Society Charlton Tebeau Book Award (best general book), 2010
Valley Forge Freedom Foundation Book Award, George Washington Medal, 2009
UWF Teaching Incentive Performance Award, 2004

Select Student Activities

Thesis Students

Andrea Fossum Schultz
Brenda Swann
Steven Ove

Seminar Paper Students

Michael Cullin
John Melvin

Have served on numerous thesis, practicum report, and dissertation committees in History, Public History, Historical Archaeology, Historic Preservation, and Curriculum and Instruction.

Also have mentored numerous honors theses, taught an honors course on Cuba, and took honors students to Cuba in Summer 2003 with tentative plans to do another honors trip in Summer 2018.

Service

Select UWF Service

Ed.D. Policy Group, 2015-present
 Performance Metrics Committee, 2015-present
 Provost's Council, 2013-present
 Animal Care and Use Committee, 2009-present
 President's Military Advisory Council, 2008-present
 Search Committee, General Counsel, 2017
 ADA Task Force, 2017
 Textbook Affordability Task Force, 2017
 Instructional Technology Award Committee, 2017
 Campus Care Team, 2014-2016
 Student Complaints and Appeals, 2014-2016 (coordinator)
 Search Committee, Dean of College of Arts, Social Sciences, and Hum., 2014 (chair)
 Complete Florida Degree Program Initiative Task Force, 2013-2015
 Annual Faculty and Staff Giving Campaign, 2013-2014 (co-chair)
 Strategic Planning Online Database Implementation Team, 2013-2014
 Carnegie Engagement/Community Engagement Committee, 2013-2014
 Academic Programs Assessment Council, 2013-2014 (co-chair)
 Search Committee, Director, West Florida Historic Preservation, Inc., 2014
 Campus Chairs, 2006-2013 (co-chair)
 Review Team, Institute for Innovative Community Learning, 2012
 Self-Study Team, Philosophy and Religious Studies, 2010-2011 (coordinator)
 Educating Military and Veterans Task Force, 2009-2011
 Paid Parental Leave Study Group, 2007
 Search Committee, Director of University Commons, 2007
 Search Committee, Director of Graduate School, 2007 (chair)
 Search Committee, Dean of Students, 2006
 Distance Learning Committee, 2002-2003
 Self-Study Team, History, 2006-2007 (coordinator)
 Historic Preservation Program, 2003-2005 (coordinator)
 Search Committee for Career Center Director, 2000
 Facilities Planning Committee, 2000-2003

Select Community Service

Bernardo de Galvez Symposium, 2017 (chair)
 Pensacola Catholic High School Advisory Council, 2016-present (vice chair)
 Gulf South Historical Association, 1997-present (3-time president)
 St. Paul Catholic School Girls Basketball, 2003-2016 (coach)
 Pensacola Catholic High History Fair, 2007-2014 (judge)
 St. Paul Catholic School History Fair, 2007-2014 (judge)
 Miracle League of Pensacola, 2003-2010 (volunteer buddy)

St. Paul Catholic School Advisory Council, 2005-2008 (member/chair)
Celebrate Pensacola, 450th Celebration Kickoff, 2008 (guest speaker)
Pensacola Historical Society, 2002, 2008 (guest speaker)
Florida Maritime Museum Executive Committee, 2004-2007 (member)
St. Paul Catholic School Principal Search Committee, 2006 (member)
Pensacola International Baccalaureate Program, 2004 (guest speaker)
Pensacola Archaeological Society, 1999, 2003 (guest speaker)
Pensacola Opera and St. Michael's Cemetery Foundation, 2002 (guest speaker)
Pensacola Heritage Foundation, 2000 (guest speaker)
Suburban West Rotary Club, 2000 (guest speaker)

Professional Organizations

Pensacola Heritage Society, Friends of Galvez, 2015-present
University of West Florida Historic Trust, 2006-present
St. Michael's Cemetery Foundation, 2003-present
Gulf South Historical Association, 1997-present
Latin American and Caribbean Section, Southern Historical Association, 2005-2014
Pensacola Historical Society, 1998-2014
African-American Heritage Society of Pensacola, 2005-2009
Conference on Latin American History, 1998-2001