

# Associate Provost for Student Success

The Associate Provost for Student Success reports to the Provost, performing the duties they delegate. The Associate Provost for Student Success also serves as the Institutional Accreditation Liaison. Duties shall include the following responsibilities:

- Serve as Director of Student Development and Success;
- Assist in the development and administration of the First Year Experience at Converse;
- Administer and develop the advising program;
- Coordinate the administrative role in retention;
- Oversee and administer decisions for student petitions for exceptions to curricular requirements;
- Advise transfer students; and
- Other duties as assigned by the Provost.