

DANIEL CHANG

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PROFESSIONAL PROFILE

Higher education academic affairs leader with 20+ years of experience across Canada, South Korea, and the University of Houston. Current Assistant Provost for Academic Programs and institutional liaison to the Texas Higher Education Coordinating Board, with progressive responsibility for academic program development, curriculum governance, state compliance, system and institutional guidance, institutional process design, and cross-functional implementation. Experienced in translating state academic policy and approval requirements into campus-facing guidance, senior administrative advising, faculty-facing implementation processes, and durable academic program workflows. Current doctoral student in Higher Education Leadership and Policy Studies with a research focus on AI and governance in higher education. Particularly interested in local large language models.

CORE COMPETENCIES

Texas Higher Education Coordinating Board Liaison | System and Institutional Academic Program Guidance | Academic Program Development | Academic Program Approval | Curriculum Governance | Academic Affairs | Higher Education Administration | State Higher Education Compliance | THECB Compliance | SACSCOC Substantive Change Monitoring | Faculty Governance | Policy Implementation | Program Review | Micro-credentials | Institutional Process Design | Workflow Modernization | Strategic Planning | Stakeholder Engagement | Committee Leadership | Staff Supervision | Budget and Financial Administration | Grant and Contract Administration | PeopleSoft | Concur | AI Governance | Higher Education Policy | Public Administration

PROFESSIONAL EXPERIENCE

UNIVERSITY OF HOUSTON — OFFICE OF THE PROVOST, Houston, TX

Assistant Provost, Academic Programs | 07/2024 - Present

Executive Director, Academic Programs | 10/2022 - 06/2024

Director, Academic Programs | 06/2021 - 10/2022

Program Director 2 | 02/2020 - 06/2021

Program Director 1 | 06/2018 - 02/2020

- Serve as institutional liaison to the Texas Higher Education Coordinating Board (THECB), representing the University in academic program approval processes and aligning institutional proposals with state rules, documentation requirements, and approval pathways.
- Provide both system and institutional academic program guidance, supporting University of Houston System institutions serving 75,000+ students and the University of Houston's nearly 50,000 students across almost 300 undergraduate and graduate programs.
- Translate state academic policy and THECB requirements into campus-facing guidance, review processes, and implementation pathways for academic units and senior administrators.
- Monitor potential SACSCOC substantive change implications and advise senior administrators on academic program compliance, institutional risk, and implementation pathways.
- Advise college leadership, faculty, and academic units on new program development, program modifications, administrative changes, micro-credentials, and related system/institutional governance processes.
- Collaborate with internal and external stakeholders to move academic program proposals from concept through review, approval, implementation, and documentation.
- Serve on institutional committees including the Implementation of Strategic Plan Committee, Committee of Academic Centers and Institutes, Committee for Micro-credential Programs, and Faculty Council as an ex-officio member.
- Modernized the academic program proposal process by replacing paper- and email-based workflows with standardized online resources and a real-time Academic Program Tracker.

- Recognized with the 2025 Centennial Staff Innovation Award for innovation in academic program process modernization.

UNIVERSITY OF HOUSTON — COLLEGE OF PHARMACY, Houston, TX

Program Manager 2 | 12/2016 - 06/2018

Program Manager 1 | 03/2015 - 11/2016

- Managed daily department operations across grants, contracts, procurement, travel, staff supervision, faculty support, graduate student support, and laboratory administration.
- Created, updated, and implemented departmental policies and procedures in alignment with University of Houston guidelines.
- Implemented scheduled budget analyses and financial reconciliations with categorized expenditure reporting to support planning and accountability.
- Coordinated projects across internal departments and external vendors, supporting operational continuity and timely execution.
- Developed faculty onboarding procedures and managed hiring, training, evaluation, and supervision for departmental staff.
- Organized department events from planning through execution, coordinating logistics, stakeholders, and administrative requirements.
- Built technical proficiency in enterprise systems including PeopleSoft and Concur.

UNIVERSITY OF INCHEON, Incheon, South Korea

Program Director / Visiting Lecturer | 03/2005 - 02/2013

- Led academic and administrative operations for English language and international education programming in a South Korean postsecondary setting.
- Partnered with department leadership and university administration to transform an English as a Second Language program through enrollment expansion, new course offerings, and increased instructional capacity.
- Supported major program growth through public funding and tuition-based expansion, contributing to additional academic tracks, updated facilities, and an increase in instructors from 10 to 28.
- Created and executed short- and long-term program objectives using financial and academic benchmarks for monitoring, assessment, and continuous improvement.
- Designed curriculum and assessment criteria for three academic concentrations serving undergraduate, graduate, adult, and continuing education learners.
- Supervised up to 28 instructors and 3 administrative staff across recruitment, interviewing, onboarding, training, scheduling, evaluation, and annual performance assessment.
- Prepared and delivered lectures to undergraduate and graduate students, including core curriculum and continuing education courses.

EPIK / SOUTH KOREA EDUCATIONAL SYSTEM, South Korea

English Educator | Earlier Experience

- Taught across elementary, middle, and high school settings within South Korea's public education system.
- Built cross-sector instructional experience spanning the full educational continuum from K-12 through postsecondary education.

CONFERENCE PRESENTATIONS

RESEARCH

EDUCATION

Link, S., Chang, D., & Larsen, S. (2025, September). Empowering graduate writers through AI-driven support and cross-institutional partnerships. Presentation at the 2025 annual conference of the Association of Texas Graduate Schools (ATGS), Texas A&M University–San Antonio, San Antonio, TX. Dissertation research (in progress): AI governance in higher education, examining how institutional policy becomes everyday educational practice. Documentary component completed: analysis of 300 course syllabi across five institutions and twelve disciplines, classifying student-facing AI rules and

testing differences across disciplinary cultures. Faculty survey on institutional guidance and classroom discretion planned following committee and IRB approval. Developing research agenda on locally hosted large language models, addressing student data privacy, equitable access, and institutional control of academic infrastructure.

Doctor of Philosophy, Higher Education Leadership and Policy Studies | Expected 2028

University of Houston | Current doctoral student entering third year; research focus on AI and governance in higher education

Master of Public Administration | 2022

University of Houston

Graduate Certificate, Public Policy / Public Administration | 2020

University of Houston

Bachelor of Arts (Honours), Criminology and Sociology | 2001

University of Toronto

Course Certificate, Introduction to Marketing | 2015

University of Pennsylvania

HONORS AND AWARDS

- EDUCAUSE Scholar Award | 2026 | EDUCAUSE
- Staff Council Scholarship | 2026 | University of Houston — Staff Council
- Centennial Staff Innovation Award | 2025 | University of Houston
- Asian American Studies Center Research Grant | 2025 | University of Houston — Asian American Studies Center
- Staff Council Scholarship | 2024 | University of Houston — Staff Council
- Master of Public Administration Public Official of the Year Scholarship | 2022 | University of Houston — Master of Public Administration
- Women and Gender Resource Center Scholarship | 2022 | University of Houston — Women and Gender Resource Center
- Master of Public Administration Public Official of the Year Scholarship | 2021 | University of Houston — Master of Public Administration
- 11th Annual Kathleen Rubinstein Best Paper Award | 2021 | University of Houston — Master of Public Administration

SELECTED RESEARCH AND PROFESSIONAL INTERESTS

AI governance in higher education | Academic policy implementation | Academic program approval systems | Faculty-facing guidance and governance artifacts | Institutional workflow modernization | Public administration and higher education leadership