

Internal Call to Members of the Faculty of Engineering for Nominations and Applications for the Position of Associate Dean, Professional Programs

Position # 002392ADM60-2023-ENG

The University of Windsor's Faculty of Engineering invites applications for the position of Associate Dean, Professional Programs for a term of five years, commencing September 1, 2022 according to [Senate Bylaw 8](#). The candidate must hold a tenured position at the rank of Associate Professor (or higher) or a Learning Specialist, AAS Level III with permanence (or higher), in the Faculty of Engineering at the University of Windsor. This position is subject to final budgetary approval.

The Faculty of Engineering is a Departmentalized Faculty with 3 Academic Departments (AAUs). There are approximately 150 full-time and part-time academic and support staff. Current enrolments are approximately 1500 at the undergraduate level and 1950 at the graduate level. It offers 5 accredited undergraduate programs (plus parallel co-op/internship streams) plus a BEng Tech program. It also offers 12 Master's, including various MEng programs, and 6 Ph.D. programs. The Faculty has an annual operating budget of approximately \$14 million plus research income.

The Associate Dean, Professional Programs is an integral member of the Faculty's academic management team, and within the Faculty, is second only to the Dean in authority and executive responsibility. The incumbent can serve as Acting Dean in the Dean's absence and works closely with the Dean, other Associate Deans, and Heads of Departments. The incumbent will also work with the Offices of the Provost, Vice-Provosts, and Graduate Studies, international student advisors, international student recruiters, and student organizations such as the MEng Student Society. The incumbent's responsibilities include all matters pertaining to professional programs including, but not limited to, MEng, MEng Auto, MEM, MMCE, and BEng Tech programs. A major task to which the new Associate Dean, Professional Programs will need to devote their time is curriculum revision/modernization of the professional programs and alignment with the needs of industry. The incumbent will be responsible for the overall quality assessment of the programs and a positive student experience. They will also be committed to the success of our students by promoting excellence in teaching and student support initiatives.

They will, as required, represent the Faculty and the Dean on committees internal and external to the Faculty and undertake other tasks and special assignments essential to the smooth functioning of the Faculty. Applicants must possess a Ph.D. in Engineering and hold a tenured/permanent appointment in the Faculty. The incumbent must be a Professional Engineer in the province of Ontario and must be committed to the principles of Equity, Diversity, Inclusion, and Decolonization (EDID). Familiarity with university administration experience would be an asset.

Application Requirements:

- a detailed and current curriculum vitae (E-CV);
- a vision statement outlining the plan for their tenure as Associate Dean, Professional Programs (two (2) page limit);
- a two (2) page statement on their commitment to and understanding of Equity, Diversity, Inclusion, and Decolonization;
- names of three (3) referees, with at least one being external to the University of Windsor.

To ensure full consideration please submit a complete application and ensure names of referees are submitted by the deadline date of **April 18, 2022**.

Questions and Applications to be sent to:

Dr. Bill Van Heyst, Dean
Chair, Associate Dean Search Committee
Office of the Dean, Faculty of Engineering
University of Windsor
Email: deanengg@uwindsor.ca

The University of Windsor is a comprehensive research and teaching institution with more than 16,000 students. We are a welcoming community committed to equity, diversity, inclusion, and accessibility in our teaching, learning, and work environments. In pursuit of the University's Employment Equity Plan, members from the designated groups (women, Indigenous/Aboriginal (First Nations, Métis, Inuit) persons, racialized persons/visible minorities, persons with disabilities, and persons of a minority sexual orientation and/or gender identity) are encouraged to apply and to self-identify. If you need an accommodation for any part of the application and hiring process, please notify the Faculty Recruitment Coordinator (recruit@uwindsor.ca). Should you require further information on accommodation, please visit the website of the Office of Human Rights, Equity & Accessibility (<http://www.uwindsor.ca/ohrea>). All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.