



Human Resources

UNIVERSITY OF COLORADO **BOULDER**

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## Dean, College of Engineering and Applied Science

**Department:** 10298 - College Engineering & App Sci

**Requisition Number:** 34610

**Location:** Boulder, Colorado

**Employment Group:** University Staff

**Schedule:** Full-Time

**Posting Date:** 11/01/2021

**Posting Close Date:**

### Job Summary

The University of Colorado Boulder welcomes nominations and applications for an outstanding leader to join the College of Engineering and Applied Science (CEAS). The dean is the chief academic and administrative officer of the Boulder Campus's CEAS, providing strategic and equitable leadership, vision, planning, and management of a nationally renowned academic and research program. This position has leadership responsibilities in academic programs, budget, and personnel.

The dean serves two equally important roles. First, the dean is expected to be the principal advocate for CEAS both within and outside the university. Second, as a member of the provost's campus academic leadership team, the dean is expected to work cooperatively and collaboratively with other administrators and academic leaders to advance the goals and mission of the CU Boulder campus with a campus first mentality.

This individual must be committed to excellence in undergraduate and graduate education and research; providing collaborative leadership both within and outside the college; valuing and encouraging the contributions of varied and individual departments and programs; recruiting and retaining outstanding faculty, students and staff; supporting scholarly, research, and creative activities, academic freedom, and the principles of diversity, equity and inclusion; and engaging in fundraising to support the college and its departments and programs. All of the dean's activities are to be firmly grounded on the Boulder campus's shared values of integrity, respect, inclusivity, and openness.

### **Who We Are**

Founded in 1893, the College of Engineering and Applied Science (CEAS) at the University of Colorado Boulder is the second largest of seven schools and colleges at one of the nation's top public research institutions. The CEAS has a number of nationally ranked programs, and faculty have received a wide variety of prestigious recognition. The CEAS is a leader in hands-on engineering education, with stellar educational facilities. The CEAS includes six academic departments, and over two dozen academic programs and research centers. It enrolls approximately 5250 undergraduates and 2100 graduate students and employs about 360 full-time tenure track, teaching, and research faculty and 260 staff. To learn more, please visit our website: <https://www.colorado.edu/engineering/>.

The college is committed to fostering a diverse, inclusive, and academically excellent community. The college's diversity and inclusion plan dovetails with the CU Boulder Inclusion, Diversity and Excellence in Academics (IDEA) Plan and is informed by the university's longstanding efforts to create a place where everyone feels a sense of belonging and where everyone can succeed. As a university and college community we affirm that making excellence inclusive is an active, intentional process that engages students, faculty, and staff across the curriculum and community and in our offices, labs, and meeting spaces. Moreover, our plan addresses the Chancellor's three

strategic imperatives: shape tomorrow's leaders, innovate, and positively impact humanity.

To learn more, please visit our website:

<https://www.colorado.edu/engineering/about/diversity-equity-and-inclusion>.

The CEAS is part of the Boulder campus's Division of Academic Affairs. The University of Colorado Boulder is one of only 36 U.S. public research institutions in the Association of American Universities (AAU), a group of institutions recognized as America's leading research universities. As Colorado's flagship university, CU Boulder has selective admissions standards and a comprehensive array of undergraduate and graduate programs. The university has nine schools and colleges offering over 150 academic programs and enrolling 35,000 degree-seeking undergraduate and graduate students. The University of Colorado Boulder is one of the world's most innovative communities of scholars and learners, who accelerate human potential to solve the humanitarian, social and technological challenges of the 21st century.

### **What Your Key Responsibilities Will Be**

#### *Academic Leadership*

- Directs, enables, and implements the strategic and scholarly vision and missions of the College of Engineering and Applied Science and the university.
- Oversees and manages the planning, implementation, administration, coordination, and evaluation of all academic curricula and programs, research activities, support services, and administrative functions of the college, including operating policies and procedures, through collaborative efforts with the faculty of the college and other cognate units of the university.
- Provides leadership and vision in developing and modifying academic programs, curricula, services, policies, and procedures, in collaboration and consultation with the faculty and staff of the college and other relevant

colleges/schools/departments to ensure academic excellence in meeting the needs of the students.

- Promotes the success of students (i.e. wellbeing, academic, mental health, job/research opportunities, alumni network) in collaboration with CEAS departments and others in the campus community.
- Promotes excellence in teaching among all instructional faculty within the college through faculty development activities and in collaboration with faculty.
- Promotes and fosters scholarship, research, and creative activity within the college, and across other schools and colleges consistent with the mission of the CU Boulder campus.
- Confers regularly with associate deans, department chairs, program directors, faculty, and staff to plan and evaluate academic and research programs and services of the college.
- As a member of the provost's leadership team, represents the college to university administration and on the Boulder campus Council of Deans, other campus bodies, committees, or councils; serves in collaboration with other academic deans and campus officers to define and support the mission of the CU Boulder campus.

#### *Human Resource Management*

- Exercises full supervisory authority, directly and indirectly, over full-time and part-time faculty and staff.
- In collaboration and consultation with department chairs and program directors, evaluates faculty and makes recommendations to the provost on faculty appointment, reappointment, promotion, tenure, and termination.
- Oversees and facilitates the annual performance process for faculty and staff inclusive of recommending pay changes.
- Assesses and plans for staffing needs and structures.

#### *Budget Management*

- Holds fiduciary responsibility for all college funds.
- Directs effective and efficient management and oversight of the budgets of the college.
- Allocates discretionary funds to initiate, support, and promote academic and research initiatives that are consistent with the strategic direction of the college and the CU Boulder campus.
- Develops and implements appropriate financial incentives for CEAS growth.
- Augments the financial resources of the College of Engineering and Applied Science through private fundraising initiatives.

### *Fundraising and Advancement*

- In partnership with and under the direction of the chancellor through the CU Boulder Advancement team, fosters development activities, cultivates and solicits individual donors, foundations, and corporations.
- Supports department chairs and program directors in the development of initiatives and proposals.

### *Service*

- Serves as the college spokesperson at academic, social, and public functions.
- Engages in outreach activities to maintain collegial relationships with alumni and external constituencies of the college.
- Engages in professional service activities to maintain and enhance one's professional and scholarly development and presence in the profession and in the larger community.
- Consistent and in coordination with the strategic directives of the chancellor and the chancellor's cabinet, serves the CU system and the state of Colorado.

### **What You Should Know**

As part of the University of Colorado Boulder's deep commitment to equity, diversity, and inclusion, the campus has implemented a [reference check pilot program](#) with respect to final candidates for tenured faculty appointments. The reference check pilot program is intended to allow CU Boulder to collect and review information about a candidate's conduct at their current and previous institutions, specifically conduct related to sexual misconduct, harassment, and/or discrimination – before making hiring decisions. All final candidates for tenured faculty appointments are required to complete an Authorization to Release Information.

All University of Colorado Boulder employees are required to comply with the [campus COVID-19 vaccine requirement](#). New employees must provide proof of vaccination or receive a medical or religious exemption within 30 days of employment.

### **What We Can Offer**

The hiring range for this opportunity is \$350,000.00-\$450,000.00, plus a moving allowance and a signing bonus. For the joint faculty appointment, salary and start-up funds to be determined upon acceptance of the position.

**Be pioneering. Be empowered. Be Boulder.**

### **What We Require**

- Doctorate or terminal degree from an accredited institution in an area related to one of the fields represented in the College of Engineering and Applied Science.
- 6+ years of administrative experience in a research university.
- A proven record of administrative leadership and managerial experience in a research university or equivalent.
- An outstanding record of scholarly accomplishments (including in education, service and research) that meets the qualifications necessary to be tenured at the rank of professor at a major AAU research university.

- Budget, personnel and resource management experience.

### **What You Will Need**

- Ability to articulate and execute a vision in collaboration with the college community.
- Ability to develop and support an inclusive environment for faculty, students, and staff.
- Demonstrated commitment to diversity, equity, and inclusion.
- Excellent skills in oral, written, and interpersonal communications.
- Ability to gain confidence and trust, build partnerships, and work collaboratively with others to meet shared objectives.
- Ability to inspire teams to pursue innovative approaches to advancing the mission of the CU Boulder campus and the college.
- Excellent fundraising and development skills.

### **What We Would Like You to Have**

- Demonstrated ability to provide consultative leadership.
- Successful fundraising experience.
- Demonstrated record of public/private partnership development that advanced the academic mission or goals of a unit/college.
- Knowledge and experience leading one or more major engineering institutions outside academia.

### **Special Application Instructions**

To apply, please submit the following materials:

1. A current resume.
2. A cover letter that specifically tells us how your background and experience align with the requirements, qualifications, and responsibilities of the position.

3. A short essay that addresses the following: The University and College of Engineering and Applied Science have a deep interest in strong efforts to foster and promote equity, diversity, and inclusion. Please provide a one-page statement on how your leadership, teaching, research, and/or service demonstrate an active commitment to diversity, equity, and inclusion. Examples might include scholarly, research, and/or creative work, efforts to improve access and equity for underrepresented individuals or groups, or other contributions to diverse communities.

You will not be asked to provide the names of references at this time. We will request 5 references for those identified as finalists for the position.

The committee will begin reviewing applications on Monday, January 3rd. Applications will be accepted until finalists are announced.

Note: Application materials will not be accepted via email. For consideration, please apply through [CU Boulder Jobs](#).

**Posting Contact Name:** Boulder Campus Human Resources

**Posting Contact Email:** [Recruiting@colorado.edu](mailto:Recruiting@colorado.edu)

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