



Position Profile

November 2019

Dean of the College of Engineering and Mines

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ABOUT UNIVERSITY OF NORTH DAKOTA

[The University of North Dakota \(UND\)](#) is a public research university established in 1883. Founded with a strong liberal arts foundation, UND has grown into a prominent scientific research university, classified by the Carnegie Foundation as having high research activity. UND was recently ranked among the top 25 most innovative universities in the country by [U.S. News and World Report](#) and is widely regarded as among the top universities in the American Northern Plains region. Currently, the University offers 200+ fields of study for nearly 15,000 students with total annual revenue of \$480 million and a \$250 million endowment. Its 521-acre campus houses eight colleges and schools offering bachelor's to doctorates, along with degrees in law and medicine, several centers, and a Division I athletic program.

Located in beautiful Grand Forks, the area boasts high-quality medical facilities, a very low crime rate, many fine restaurants, acclaimed public and private schools, and annual events throughout the year. Ranked as one of the Top-5 Best Small College Towns, and America's Best Hockey Town, Grand Forks offers a stellar quality of life without the metropolitan hassles. UND is right at home in this vibrant college town of more than 55,000 people located on the border of North Dakota and Minnesota. UND is admired for its spacious, beautiful campus and extensive natural resources.

- UND is the flagship research university in the state with five focus research areas: human health, energy and environmental sustainability, rural health and communities, autonomous systems, and big data.
- UND has an innovative, unifying, and empowering [strategic plan](#) that will ensure it is the chief opportunity engine for North Dakota and its students, and the premier flagship university in the Northern Plains.
- The \$100M Ralph Englestad Arena is home to UND's hockey team (currently ranked among the top 10).
- UND has recently upgraded significant facilities across campus, including: \$124M medical school, \$29M renovation and addition to Wilkerson Hall Dining Center, \$11.5M renovation and addition to the Law School, \$18M athletics high-performance center, and \$15M Collaborative Energy Complex.
- UND is undergoing campus renewal, including a student-supported new Memorial Union scheduled for completion in 2021, upgrades to classrooms, the library, and University Avenue, providing more walkability and student-centered spaces for gathering, learning, and studying.





CEM educates world-class leaders in engineering, computer science, and geology.

THE COLLEGE OF ENGINEERING AND MINES

The College of Engineering and Mines (CEM) produces world-class leaders in engineering, computer science, and geology who can make a difference, who are competitive in a global market, and who contribute to its state, nation, and the world. Helping students fulfill their aspirations and dreams is the highest priority. The CEM works with students to design customized educational plans that meet their individual goals and offers a personalized learning environment with small class sizes, continuous mentoring, and a high degree of accessibility to faculty and staff. The CEM is located on the main campus of the University of North Dakota in Grand Forks. It has six academic departments and numerous certificates, majors, minors, combined degrees, and graduate programs. Many of the programs are available online and recognized by U.S. News and World Report as top online engineering programs. The CEM is home to an array of centers and institutes, where engineering researchers are bridging disciplines and sharing insights at the farthest edge of discovery. CEM's advanced student training and deep relationships with key industry partners further strengthen its stature as an intellectual leader.

The vision of the CEM is founded on six building blocks:

1. **Graduates:** To produce graduates who will advance society, be competitive in a dynamic global market, and contribute to the economic development of North Dakota, the nation, and the world.
2. **Education:** To provide students with a personalized education fostering innovation and emphasizing technical, leadership, and entrepreneurship skills.
3. **Research:** To be internationally recognized for excellence in research fostering discovery, serving societal needs, and stimulating technology transfer.
4. **Work Environment:** To foster an inspiring, supportive, high-performance, team-based work environment.
5. **Community:** To engage the community to promote engineering and innovation, inspire young minds, help the regional economy thrive, and display civic responsibility.
6. **Alumni:** To promote the accomplishments of its alumni, engage them in school initiatives, and serve as a resource for the advancement of their success.



THE OPPORTUNITY

The new Dean of the College of Engineering and Mines has the opportunity to lead a thriving, dynamic, growing college and move it to a higher level. The Dean also plays a central role, individually and collectively, in the university's academic administration. The Dean is involved in central issues, including strategic planning, budgeting, curriculum development, facilities, student success, recruitment and retention, and research. Moreover, the Dean is a key participant in external relations of the university, including fundraising, alumni relations, economic development, legislative priorities (federal and state), and public relations.

The Dean will support and promote the highest quality educational programs, research, public service, and commercialization development activities of the College. The Dean will have ultimate accountability for the CEM's sound management of resources: fiscal, facilities, and human. He/she is responsible for collegiate planning, including alignment of plans for educational, research, and other activities. As a participant in a broad range of institutional discussions and decision-making, the Dean must maintain perspective on the entire range of education and research at this exceptional and diverse campus, including different kinds of service, different academic programs, and externally and internally supported research.

In the past ten years, the College's growth and elevated stature are reflected by increases in the number of undergraduate students (currently over 1,800), graduate students (currently over 230), and online programs. Improvements have been made in the 4-year graduation rate, student scholarships, and the number of graduates. The College has added six new undergraduate programs, seven new master's programs, and nine doctoral programs. Increases have been seen in fundraising, including the naming of the Harold Hamm School of Geology and Geological Engineering, and competitive external research expenditures. The College continues to grow the number of faculty positions (over 70), faculty endowments, staff positions (over 30), and the size of its physical footprint has expanded. The new dean will be charged to build on these achievements, improve the quality of programs, and set the course for the future.

Duties/Responsibilities Include:

- Leading, supervising, evaluating, inspiring, and supporting the College in a manner that promotes excellence in instruction, scholarly and creative productivity, and service at the University of North Dakota.
- Developing a strategic and sound financial structure for the College through planning, budgeting, and aligning resources to support college and university goals.
- Ensuring student success through student recruitment, retention, and graduation.
- Evaluating overall Departmental/School productivity in instruction, research, and service responsibilities.
- Leading the processes of college administrator selection and overseeing faculty and staff selection and retention.
- Leading and coordinating the governance of the College including but not limited to oversight of the processes of progressive discipline, evaluation, and promotion applicable to faculty and staff.
- Evaluating college administrators and staff in consultation with college faculty and staff.
- Leading, managing, evaluating, mentoring, and supporting non-faculty college staff members.
- Providing recommendations to the Provost regarding developmental and other leaves for faculty and staff.
- Reviewing the departmental policies, procedures, and recommendations for appointment, salary, retention, tenure and/or promotion of faculty, and ensuring that all State Board of Higher Education and University policies are followed.
- Other duties as assigned by Provost and/or President.

Executive Core Competencies:

All of the above duties and responsibilities will be performed in conjunction with the following Executive Core Competencies:

Ethical Behavior: Creates and sustains a work environment based on ethics, integrity, trust, and accountability.

Influencing: The ability to gain others' support for ideas, proposals, projects, and solutions.

Strategic Thinking: The ability to analyze the university's competitive position by considering higher education trends, existing and potential students (current and future), research sponsors, and strengths and weaknesses.

Executing: Ability to proactively anticipate and identify areas of improvement and opportunity along with establishment of clear directives and guidance. Ability to delegate effectively and efficiently to implement solutions and perpetuate development.

Relationship Building: The ability to develop maintain, and strengthen partnerships with others inside and outside the university.

QUALIFICATIONS

Minimum Qualifications:

- A terminal degree in an academic field closely related to one of the College of Engineering and Mines' disciplines or a non-related terminal degree with exceptional industry and organizational accomplishments.
- A minimum of ten years experience in any of the disciplines within the College; or in a related relevant professional field, industry, or university experience.
- A minimum of five years of demonstrated administrative experience, budgetary and development skills, and personal attributes consistent with the leadership skills needed to effectively lead an interdisciplinary college.
- Demonstrated visionary leadership that has responded to stakeholder needs.
- A commitment to educating the next generation of practitioners and maintaining College excellence in education while at the same time, supporting scholarship and research.
- Knowledge of the higher education landscape and understanding of the important role the dean plays in recruitment and retention of students and their success.
- Demonstrated effectiveness working in a diverse, multicultural environment.
- Well-developed written and verbal communication skills needed to lead the College and effectively engage with others in the University, the community and beyond.
- Ability to collaborate effectively with faculty, staff and students with an open, transparent, engaging interpersonal style.

Preferred Qualifications:

- Record of academic achievement in their discipline meriting appointment as a tenured Professor.
- Experience in curriculum development and ABET accreditation.
- An understanding and appreciation of the value of distance/online education and providing access to students.
- Demonstrated experience or working relationships with business and industry to advance the work of the College.

FOR MORE INFORMATION OR TO APPLY

Confidential review of applications will begin immediately and continue until the position is filled; **parties who apply by January 13, 2020 will be given first consideration.** To apply online, go to:

<https://theapplicantmanager.com/jobs?pos=su183>

Please submit a PDF version of your complete curriculum vitae/resume and a cover letter highlighting your qualifications for the position.

For further information or to make nominations:

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[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, New York, North Carolina, and Oregon.



Benefits

Includes single or family health care coverage (premiums paid for by the university), basic life insurance, EAP, retirement plan, tuition waiver, annual and sick leave. Optional benefits available: supplemental life, dental, vision, flexible spending account, supplemental retirement plans.

Confidentiality of Application Materials

Note: Pursuant to NDCC 44-04-18.27, applications and any records related to the applications that identify an applicant are confidential, except records related to the finalists of the position, which are open to the public after the search committee has identified the top three finalists who will be invited to campus.

EEO Statement

UND is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or national origin. Women, minorities, veterans and individuals with disabilities are encouraged to apply. Applicants are invited to provide information regarding their gender, race and/or ethnicity, veteran's status and disability status on the form found at <http://und.edu/affirmative-action/apcontrolcard.cfm>. This information will remain confidential and separate from your application.

Veteran's Preference

Veterans claiming preference must submit all proof of eligibility by the closing date. Proof of eligibility includes a DD-214 or NGB 22 and if claiming disabled status, a current letter of disability from the VA dated within the last 12 months.

Clery Statement

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the University of North Dakota publishes an Annual Security and Fire Safety Report. The report includes the university's policies, procedures, and programs concerning safety and security, as well as three years' of crime statistics for our campus. As a prospective employee, you are entitled to a copy of this report. The report and statistical data can be found online at http://und.edu/discover/_files/docs/annual-security-report.pdf. You may also request a paper copy of the report from the UND Police Department located at 3851 Campus Road, Grand Forks, ND 58202.

Other

All information listed in this position announcement will be used by Human Resources, the Hiring Department, and EO/Title IX for screening, interviewing and selection purposes.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the US and to complete the required employment eligibility verification form upon hire.



GRAND FORKS, NORTH DAKOTA

The beautiful city of Grand Forks is nestled in the Red River Valley and boasts North Dakota's 3rd largest city with a population of over 55,000. Its sister city, East Grand Forks, Minnesota, lies just across the Red River. The Red River and Red Lake River meander through both cities. The rivers are surrounded by a dike system that provides more than 2,200 acres of [Greenway](#) recreation space with 20 miles of multi-purpose trails. Grand Forks sits five hours from Minneapolis/St. Paul, MN and two hours from Winnipeg, Manitoba. Many cite "the people" as their favorite thing about Greater Grand Forks, but there's plenty to see and do as it is home to a great mix of sports events, a vibrant arts scene, miles of biking, hiking and inline skating trails as well as hunting, fishing, snowmobiling, and skiing, plus a revitalized downtown. Grand Forks offer amenities of a large urban area and the safety, convenience, and friendliness of a small community.

Interesting Facts:

- North Dakota has one of the lowest unemployment rates in the country primarily due to the recent oil boom in the western part of the state and its rank as the #2 oil-producing state in the United States.
- North Dakota is the leading producer of honey in the United States and is the largest producer of many cereal grains, such as barley, durum wheat, oats, and hard red spring wheat. The state is also the leading producer of many oilseeds such as sunflower, canola, flax, and safflower.
- Maah Daah Hey Trail claims to be the longest continuous single-track mountain biking trail in America with 97-miles of winding adventure that bridges North Dakota's sweeping grasslands and its jagged badlands.
- With four distinct seasons, North Dakota is the perfect place for a range of outdoor activities including cross-country skiing, hockey, hiking, biking, camping, swimming, fishing, hunting, and golfing.
- With a consistently low unemployment rate (<3%), Grand Forks is a hub for engineering, aerospace, energy, agriculture, and healthcare.



For more information on Grand Forks, North Dakota:

To find out why living and working in Greater Grand Forks is cooler, check out: www.GrandForksIsCooler.com

Grand Forks Chamber of Commerce: <https://www.gochamber.org/>

Convention and Visitors Bureau: <https://www.visitgrandforks.com/>

City of Grand Forks: <http://www.grandforksgov.com/>