



UNIVERSITY
OF WYOMING

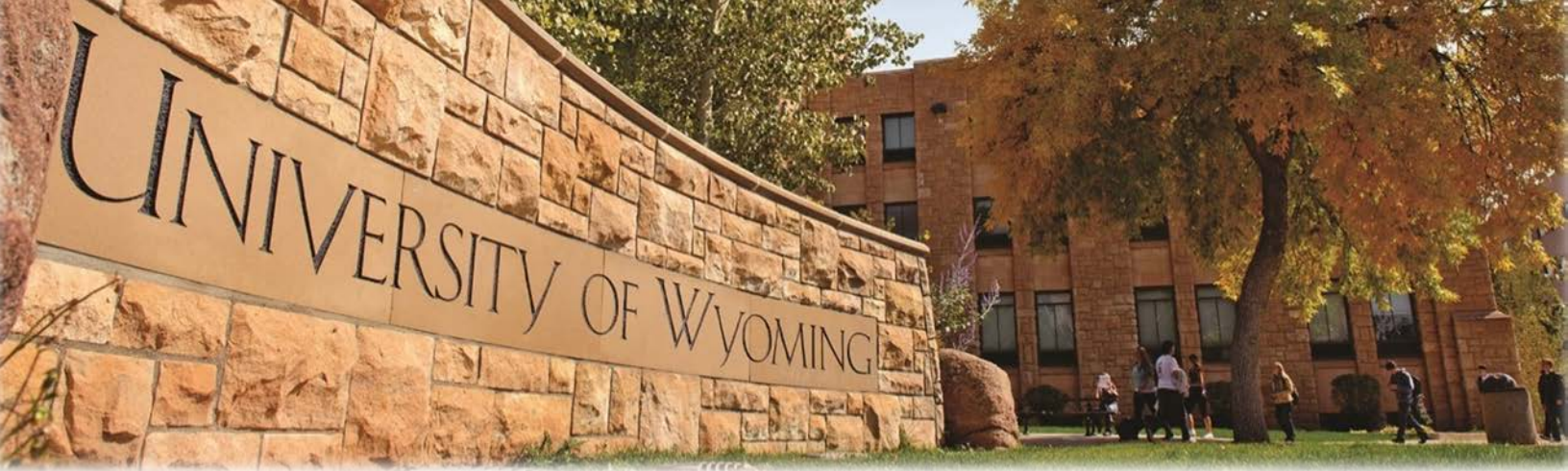


POSITION PROFILE

Dean of the College of Arts and Sciences

February 2020

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THE UNIVERSITY

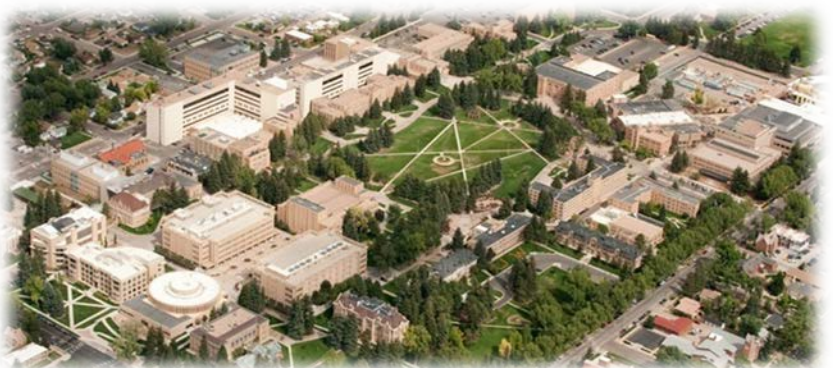
Nestled amid the beauty of two mountain ranges in southeastern Wyoming, you will find the nationally recognized teaching and research institution, **University of Wyoming (UW)**. Established as a flagship and land-grant university in 1886, when Wyoming was still a territory, UW has since grown to nearly 200 areas of study, drawing approximately 13,000 students from all 50 states and 90 countries. UW is known for accomplished faculty and world-class facilities, small student/faculty ratio, and quality undergraduate and graduate programs within its colleges of Arts & Sciences, Agriculture & Natural Resources, Business, Education, Engineering & Applied Science, Health Sciences, Law, Honors as well as its school of Energy Resources and Haub School of Environment and Natural Resources. UW also has a branch campus in Casper. Learn more at <http://www.uwyo.edu>.

Throughout its existence, UW has been the only four-year university in the state of Wyoming and it maintains close relationships with the state's seven community colleges. UW's global impact begins with innovative undergraduate and graduate research opportunities and extends through state and federal partnerships and recent initiatives such as the Wyoming Institute for Humanities Research, the Tier One Engineering Initiative, the Trustees' Education Initiative, and the Science Initiative. UW has played important roles in the lives of students, Wyoming residents, and communities for 133 years.

- Recognized by *Forbes Magazine 2018* as being one of the nation's best college values.
- Rated as a "Top 15 Outdoor Adventure College" by *Outside Magazine*.
- Wyoming was ranked #21 in *US News and World Report 2018* "Best States Rankings."

The University community is working collaboratively to help the University reinforce and strengthen its reputation as it adapts to changing economic factors in the state and beyond. The University's strategic roadmap, "[Breaking Through 2017-2022: A Strategic Plan for the University of Wyoming](#)," shows that it's an exciting time to be a part of UW as it embarks on new and exciting opportunities.

Location: Located in Laramie, Wyoming, a town of more than 31,000 with a unique blend of sophistication and western hospitality, UW not only provides an environment for success but also offers varied academic and lifestyle opportunities. Laramie is a great place to live and work as it boasts low cost of living and no state income tax as well as incredible outdoor recreational opportunities, an eclectic downtown area, and a great public school system.





THE COLLEGE OF ARTS AND SCIENCES

The College of Arts and Sciences (A&S) offers baccalaureate degrees in 43 disciplines accompanied by 69 “minors.” It also serves as the primary deliverer of the undergraduate liberal arts and sciences core courses for students across all the University’s colleges. It further supports 42 master programs and 11 doctoral programs. As the heart and soul of the University, the College of Arts and Sciences aims to create a strong educational foundation touching the lives of every student. Its goal is to imbue in each student a passion for lifelong learning, discovery, and creativity regardless of the occupations they pursue. A&S’s more than 350 faculty are passionate about their work, whether it is their ongoing teaching activities, their pursuit of cutting-edge research, award-winning artistic endeavors, or community outreach. This dedication encourages students to develop their learning into service for their community, state, and world.

The College offers a broad education that matches cultural breadth and disciplinary depth to ensure students gain a critical understanding of the visual and performing arts, humanities, social sciences, the world and its languages, and physical, biological, and mathematical sciences. Students are encouraged to conduct student-originated research, work one-on-one with professors, and take advantage of study abroad opportunities. Read more at <http://www.uwyo.edu/as/>.

THE OPPORTUNITY

The Dean of the College of Arts and Sciences is the College's chief academic officer, reporting to the Provost and Vice President for Academic Affairs. The Dean provides leadership in academic, intellectual, administrative, personnel, outreach, and development activities. The Dean oversees more than 350 tenured and nontenured faculty; 18 departments; 2 schools; 9 staff service centers; and a senior team including 3 associate deans and a director of business operations. Additionally, the College has 1.5 development officers. There are more than 3,500 students pursuing degrees in the College and earning more than 153,000 credit hours annually.

The successful candidate for this position will enjoy a uniquely influential role in higher education and UW’s regional community as Dean of the largest and most diverse college within the University. UW seeks vibrant and dynamic leadership in academic, intellectual, administrative personnel, outreach, and development activities.

Responsibilities:

- Set agendas and promote high academic standards in instruction and research.
- Promote and select an outstanding and diverse faculty, staff, and student body.
- Supervise the curriculum and help the College’s students progress to graduation in a timely fashion.
- Facilitate the review and approval process for establishing new academic undergraduate and graduate degree programs and for overseeing the curricular planning and development within the College.
- Support recruitment efforts in the College and ensure the excellence of student advising during their education.
- Cultivate partnerships with other colleges in the development of interdisciplinary academic or research programs.
- Create opportunities for interaction between students, faculty, community, and industry leaders.
- Identify the College’s needs for faculty positions, establish hiring priorities, and make recommendations to the hiring authority.

- Administer academic personnel policy, including recommending, and, when delegated, approving appointments, promotion, and termination of academic personnel.
- Authorize the initiation of faculty recruitments; negotiate and approve faculty start-up packages.
- Support and assist the scholarly development of faculty, particularly junior faculty.
- Foster research programs.
- Provide oversight for the financial affairs of the College, including budget development and allocation.
- Guide short and long-range planning of capital improvement projects.
- Cultivate local, national, and global relations and sources of support working closely with development officers to cultivate major gifts and to promote the image of the College.
- Enhance, promote, and develop alumni networks.
- Participate as a member of Dean’s Council.
- Work with campus administration, the Academic Senate, and other campus offices on the implementation and development of campus-wide decisions and policy development.
- Oversee the operations of the College and provide direction to the staff.

QUALIFICATIONS

Minimum Qualifications:

- An earned doctorate or terminal degree from an accredited institution in one of the disciplines of the College, or in a closely related field.
- A distinguished record of teaching, scholarship, and leadership that warrants a tenured faculty appointment at the rank of Full Professor.
- Demonstrated successful administrative leadership experience in higher education as a dean, associate dean, department chair, center or institute leader, or comparable position with responsibilities that included curriculum oversight, superior student degree progress, budgets, strategic planning, personnel management, performance reviews, as well as hiring, promotion, and tenure decisions.

Preferred Qualifications:

- A commitment to shared governance, transparency in management, and data-driven decision making.
- A minimum of five (5) years of demonstrated success in leadership and administration of complex and interdisciplinary academic units of relevant size and structure, and management of diverse groups of faculty, staff, and students.
- Experience in faculty development and a proven track record for recruiting, supporting, and retaining a diverse faculty and staff.
- Commitment to a student-centered approach to education that includes enhancing and promoting high-impact learning initiatives.
- Outstanding oral and written communication skills, listening skills, and excellent interpersonal skills.
- A record of successfully managing large and complex budgets, existing financial resources, generating new sources of revenue, and aligning priorities with resources.
- A track record of successfully leading and managing change and establishing buy-in along the way.
- A sincere commitment to holding a leadership position at a rural, land-grant university and engaging with the local community.
- Proven record of accomplishment in developing and maintaining relationships with donors and engaging with alumni to develop new fundraising networks.

WHY CONSIDER THE OPPORTUNITY

- **Resources.** The \$100 million Science Initiative building, largely funded by the state, will create a unique research and teaching environment, featuring flexible laboratories for life science research groups; the Center for Advanced Scientific Instrumentation; state-of-the-art greenhouses for plant research; a 200-seat active-learning classroom; and student collaboration areas to foster science innovation. This facility will be managed by the Office of Research and Economic Development and is a cross-college initiative.
- **Location.** Laramie is a great place to live and work. The city boasts a low cost of living, low property taxes, and no personal state income tax. The area offers incredible outdoor recreational opportunities, an eclectic downtown area, and a great public school system.
- **Environment.** Warm, collegial, supportive people and work environment.
- **Impact.** The College touches nearly every student enrolled at the University and the research done within the unit can play a valuable role in introducing and supporting economic diversity throughout the state of Wyoming.
- **Leadership.** The University is in the final steps of the presidential search which should be concluded in April 2020. They are currently being led by Acting President, Dr. Neil Theobald, who had been serving as the Vice President for Finance and Administration at the University.
- **Compensation.** Highly competitive salary and solid benefits package including a retirement benefit that features a state contribution of 14.44% of an employee's gross salary.



PROCEDURE FOR CANDIDACY

The University of Wyoming, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; **parties who apply by March 15, 2020, will be given first consideration.** Please submit curriculum vitae and letter of interest upon application. All applications and nominations will be held in confidence. To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su196>

For more information or to offer recommendations or nominations:

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

The University of Wyoming is an Equal Employment Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status or any other characteristic protected by law and University policy. To review the [EEO is the Law Poster](#) and its [Supplement](#), please see [The Diversity & Fairness page](#).

*Pursuant to Wyoming State law, W.S. 19-14-102, as amended, an honorably discharged veteran who has been a resident of the state of Wyoming for one (1) year or more at any time prior to the date when the veteran applies for employment, or any surviving spouse who was married to such veteran at the time of the veteran's death, who is receiving federal survivor benefits based on the veteran's military service and is applying for employment, shall receive an interview preference during the applicant screening process with the University of Wyoming. At the time of application, the applicant must possess the business capacity, competency, education or other qualifications required for the position. If disabilities do not materially interfere with performance of job duties, disabled veterans will be given preference over able-bodied veterans. **Appropriate documentation of veteran status must be provided at the time of application as outlined in the application process.** No preference will be given to a veteran currently employed by a public department.*

The University of Wyoming conducts background investigations for all final candidates being considered for employment. Offers of employment are contingent upon the completion of the background check.

Applicants with disabilities may request accommodation to complete the application and selection process. Please notify Human Resources at least three (3) working days prior to the date of need.



LARAMIE, WYOMING

The city of Laramie offers a historic downtown, prairie and mountain vistas, rodeos, guest ranches, and a warm and welcoming environment. The city is known for a neighborly atmosphere and warm small-town feel with a multitude of amenities and entertainment. Surrounded by the great outdoors, Laramie is also southeastern Wyoming's center for arts events, with a lively music and theater scene, art exhibitions, festivals, and a variety of other entertainment. Sports venues abound with university athletics and many options at the K-12 levels.

Interesting Facts:

- Also known as the “Gem City of the Plains,” Laramie is located in the southeastern part of Wyoming approximately 45 miles from the state capital, Cheyenne, and 130 miles from Denver, Colorado.
- Laramie sits at 7,200 feet above sea level in the Laramie River Valley surrounded by the Medicine Bow National Forest, the Laramie Mountains, and the Snowy Range.
- Laramie has a 6% sales tax but does not have a state income tax or state inheritance tax.
- The unemployment rate in Laramie is 3.20%.
- Laramie offers a variety of outdoor adventures with more than 250 days of sunshine.
- The quality of life and amenities Laramie has to offer brings several types of industries to the area including technology companies and academia.



About 20 minutes east of Laramie, the Vedauwoo Recreation Area offers some of the best rock-climbing in the country. There is abundant wildlife, dramatic alpine scenes, and jumbled rock formations. With more than a hundred mountain biking trails, the Laramie area provides a paradise for exploration on two wheels or on foot. Camping, day-trips, fishing or hunting, the mountains, lakes, rivers, and trails around Laramie offer something for everyone. Families often enjoy exploration close to town, while backpackers and sportsmen can spend a week in the high country of the Medicine Bow Mountains. Winter snow enthusiasts can explore hills, forested glens, and rolling meadows of the Snowy Range from the back of a snowmobile or on downhill or cross-country skis. Laramie is Wyoming's favorite playground!

For more information on Laramie please visit:

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- Visit Laramie, <http://visitolaramie.org/>
 - Laramie Chamber Business Alliance, <http://laramie.org/>
 - Laramie Main Street <https://laramiemainstreet.org/>