



**WESTMINSTER
COLLEGE**



POSITION PROFILE

Dean, School of Arts & Sciences

September 2022

In partnership with Summit Search Solutions, Inc.



Mission

Our purpose is to prepare students to lead lives of learning, accomplishment, and service and to help them develop skills and attributes vital for success in a diverse and interdependent world. We promote distinct approaches toward engaged learning that emphasize theory and practice in our academic and co-curricular programs.

Grounded in a culture of imagination and innovation, we pursue excellence while promoting inclusiveness and respect for differences.

~Excerpt from the College's Mission Statement



WESTMINSTER COLLEGE

Founded in 1875, Westminster College has a rich history rooted in liberal arts education. Over the last 30 years, it has added professional programs in business, nursing and health sciences, and education. The college has a strong academic reputation, deep community and alumni support, and a legacy of providing student-centered, liberal arts and professional education. It offers an intimate college experience to approximately 1,500 total undergraduate and graduate students.

The college promotes distinctive approaches to engaged learning through WCore and Honors, Westminster's undergraduate liberal education programs. WCore gives students the opportunity to explore new subjects and ideas through unique courses and offers small-group settings that focus on synthesis, communication, and disciplinary research rather than simply memorizing facts.

Westminster College has received numerous accolades, including:

- Ranked in 2022 by the *U.S. News and World Report* as the “#18 Best Regional University” and the “#15 Best Undergraduate Teaching” institution
- Consistently recognized as a “Best College in the West” by the *Princeton Review*
- Recognized as a “Top Green College” by the *Princeton Review* in 2022
- Recognized as the #9 Best College for Veterans by the *U.S. News and World Report* in 2022
- Ranked above two-thirds of U.S. colleges in the *Wall Street Journal/Times Higher Education 2022 College Rankings* list

Westminster's beautiful campus is situated in a charming residential neighborhood of Salt Lake City called Sugar House-- a 10-minute drive from downtown Salt Lake City.

The college is composed of the Honors College and four schools: the School of Arts and Sciences, Bill and Vieve Gore School of Business, School of Education, and School of Nursing and Health Sciences. The college employs approximately 112 full-time faculty, 160 part-time faculty, 190 full-time staff, and 75 part-time staff and provides exceptional education in 38 undergraduate majors, 31 minors, and 12 graduate degrees.

Roughly half of Westminster's student body comes from outside of Utah and includes students from 42 countries. Approximately 19% of students identify as US students of color. Whether students live on or off campus, they have the opportunity to participate in more than 60 active clubs and organizations, informal gatherings at Shaw Student Center, and a variety of events sponsored by the Associated Students of Westminster (ASW). In addition, the college has fifteen total men's and women's intercollegiate teams in NCAA Division II and a competitive intramurals program. Westminster proudly sent eight student and alumni Olympians to the Beijing 2022 Winter Olympics. Westminster College athletes are high achievers both on and off the field: in 2022, the average student athlete's GPA was 3.5.

Westminster is the only post-secondary institution in the state of Utah awarded grant funding by the US Department of Education to host the Ronald E. McNair Post-Baccalaureate Achievement Program. McNair programs serve low-income and first-generation college students and/or students from groups underrepresented in graduate study. Since 2003, Westminster has served approximately 160 McNair students, some of whom were relocated to Salt Lake City as refugees from Sudan, Somalia, Iraq, and Bosnia. Sixteen McNair alums have earned a PhD, and 73 percent have either attained an advanced degree or remain in the graduate-study pipeline.

The Northwest Commission on Colleges and Universities (NWCCU) accredits the college. Westminster also has specialized accreditation such as ACBSP, AAQEP, COA, CCNE, CEPH, and CACREP.

Leadership and Governance



Bethami (Beth) Dobkin, PhD. joined Westminster as the college's 19th president in 2018. She arrived at Westminster College from Saint Mary's College of California, a private comprehensive institution of approximately 4,000 students, where she served as provost and vice president for academic affairs. Dr. Dobkin has served as a commissioner for the senior division of the Western Association of Schools and Colleges and on the boards of the Foundation for Hispanic Education and Ujima Family Recovery Services. She earned her doctorate and master's degrees from the University of Massachusetts at Amhurst and received a bachelor's degree in speech communication from Humboldt State University.



Debbie Tahmassebi, PhD., provost, joined Westminster College in July 2019. Previously she served at Santa Clara University, CA, where she was the Dean for the College of Arts and Sciences and professor of chemistry. Prior to becoming dean at Santa Clara, Tahmassebi was a professor in the Department of Chemistry and Biochemistry at the University of San Diego (USD) for 18 years. At USD, she also served as department chair, associate dean, and special assistant to the provost. Tahmassebi was an American Council of Education Fellow at Loyola Marymount University. She earned a bachelor's degree in chemistry at the University of California, San Diego, a Ph.D. in organic chemistry from the University of Washington, and completed a postdoctoral fellowship at the University of Rochester.



Westminster at 150

As Westminster College approaches its sesquicentennial in 2025, the college is developing a strategic plan for what Westminster will be at 150 years old.

Westminster at 150 focuses on affirming the college's mission, maintaining educational quality, and creating a signature experience for its students. The strategic plan comprises 4 priorities to increase enrollment and revenue generation to elevate its distinctiveness, competitiveness, and student success.

The Four Priorities are as follows:

1. **Signature Student Experience**
All Westminster students will have opportunities to become career-ready, apply their academic coursework in diverse and meaningful contexts, and be prepared to step into leadership roles ethically, effectively, and responsibly.
2. **Integrated Wellness**
Westminster students will gain knowledge and skills regarding best practices for living well. Campus will be equipped with resources to address both physical and mental needs, and advanced wellness practices.
3. **Power of Place**
Westminster will harness the power of its location in Salt Lake City to provide resources for students to engage in the natural environment—as well as connect to urban and corporate opportunities—in an educational context of mentoring, impact, and reflection.
4. **Diversification of Academic Programs**
New degree programs, majors, and certificates will be launched based on market and employment data, student demand, and existing areas of faculty expertise to diversify revenue streams consistent with our core values and purpose.

Commitment to DEI



THE STUDENT DIVERSITY AND INCLUSION CENTER

Westminster College is committed to fostering a safe and productive space for students, faculty, and staff of diverse backgrounds. The college's Student Diversity and Inclusion Center (SDIC) serves as the central resource for community building, educational programming, and support services for first-generation college students, LGBTQ+ students, students of color, and allies. The SDIC supports a range of community partnerships and programs, including diversity heritage and awareness lectures and the First Scholars Program, a program designed to support students who are the first in their families to attend college.

The major goals of the First Scholars Program are outlined as:

- To gain an understanding of the strengths of personal and interpersonal cultural communication.
- To engage in conversations of diversity and inclusion.
- To promote the academic integration of first-generation and traditionally underrepresented students on the Westminster campus.
- Promote strong academic development.
- Facilitate social integration of first-generation and traditionally underrepresented students on the Westminster campus.
- Bridge family and community integration.
- Help students achieve prestigious outcomes post-graduation.
- Promote financial literacy and forecast planning.



THE OFFICE OF DIVERSITY, EQUITY, AND INCLUSION

The Office of Diversity, Equity, and Inclusion assists the Westminster community in creating a healthy and inclusive campus. Whether fostering meaningful dialogue, providing education and increasing awareness, encouraging action, or fostering community partnerships, diversity and inclusion are at the core of everything it does.



WESTMINSTER'S DIVERSITY STATEMENT

Westminster College is dedicated to social justice, equity, and respect as fundamental components of its mission and core values. Informed by the college-wide learning goals, Westminster acknowledges and engages with the values, experiences, worldviews, and intersectional identities and characteristics of all members of its campus community. Furthermore, Westminster strives for inclusive excellence by consistently interweaving diversity and inclusion into the curricula and co-curricular activities, programs, policies, practices, and external engagement. Westminster's goal is to cultivate a respectful, equitable, and healthy campus community.



ABOUT THE SCHOOL OF ARTS AND SCIENCES

The School of Arts and Sciences is the largest of the schools at Westminster College and is primarily focused on undergraduate education. Arts and Sciences houses 23 undergraduate majors; a low residency, competency-based Master of Strategic Communications; and pre-professional designations including dentistry, law, and medicine.

The School is currently composed of 65 faculty members who carry a 24-credit hour annual workload (typically six courses). Arts and Sciences is largely responsible for administering the WCore—a liberal arts curriculum designed to be a flexible, individualized program that inspires students to explore engaging and unique courses.

The School has modern science facilities housed in the LEED Platinum-certified Meldrum Science Center—a four-story, 60,000-square-foot facility with 14 classrooms and research laboratories. The campus also features a new performing arts space with theatre, music, and dance performance venues, rehearsal studios, practice rooms, and gallery space.

Undergraduate students of the School of Arts and Sciences attest to the personalized attention they receive from the faculty outside the classroom. They relish the variety of programs offered, the numerous internships and research opportunities, and the sense of community within the school and college. Over 25 percent of the students in the school participate in research projects. For more information about the school [click here](#).





THE OPPORTUNITY

Dean, School of Arts and Sciences

The School of Arts and Sciences seeks a leader who demonstrates and promotes its innovative, research-based approach to pedagogy and its highly engaged, learner-centered environment. An effective dean is an articulate, enthusiastic, experienced listener and communicator. The dean will inspire creativity and collaboration among faculty; assess and respond to faculty and staff needs within institutional and budgetary parameters; and exercise sound judgment in thoughtfully hiring, guiding, and evaluating faculty while facilitating program development.

The Dean of the School of Arts and Sciences reports to the Provost and is part of an academic affairs leadership team that involves the school deans and the provost, as well as an extended campus leadership team that involves the school deans, the senior college leadership, and faculty, staff, and student leadership. The School of Arts and Sciences has approximately 12 full-time office, laboratory, and performing arts staff members. The Senior Assistant Dean directly supervises the staff and partners with the dean to provide strategic administrative leadership and implementation of the operational functions of the school.

The dean is responsible for the School's \$8.1M budget and will be involved in many exciting opportunities over the next few years: the opening of Gillmor Hall, a major expansion of the Jewett Center for the Performing Arts; implementation of the outcomes of campus master planning; leadership and support for Westminster at 150 efforts; restructuring of academic programs; and participation in a capital campaign timed with the sesquicentennial.

The college values candidates who have demonstrated a commitment to educational equity, promoting diversity, inclusion, and the cultivation of respectful teaching and learning environments that contribute to the success of all students, including those from historically underrepresented racial and ethnic groups and students of diverse cultural, socioeconomic, (dis)ability, gender identity and expression, sexual orientation, religious, and transnational backgrounds.

The dean is expected to provide leadership in the following areas:

- **Mission, goals, and strategy** - The dean works with faculty and staff to articulate, develop, implement, and evaluate mission, goals, and strategy of the academic unit and Westminster College.
- **Student learning** - The dean provides leadership in curriculum development, educational innovation, assessment, and program changes.
- **Communication** - The dean communicates plans, decisions, and other academic unit news clearly and in a timely manner.
- **Culture and climate** - The dean plays an important role in promoting a respectful, collaborative, inclusive, and fair academic unit and campus culture.
- **Advocacy** - The dean represents the interests of the academic unit's faculty and staff to college leadership, and provides recognition, encouragement, and support for the work faculty are doing.
- **Professional development** - The dean works with faculty and staff to identify professional development and capacity building needs and the resources necessary for continued professional growth.
- **Management** - The dean ensures that the core functions of the academic unit are performed efficiently and effectively.
- **Personnel** - The dean is involved in personnel matters including recruitment/hiring, retention or non-retention, promotion, and professional development.

- **Advancement** - The dean will partner with Institutional Advancement on academic unit or Westminster College-related fundraising projects.
- **Student recruitment and retention** - The deans are involved in aiding the admissions staff in undergraduate and/or graduate recruiting. They also partner with the director of student success and retention and the faculty in student retention initiatives.
- **Assessment and accreditation** - The dean provides oversight of the academic unit's accreditations and manages activities such that academic-unit specific assessments and/or accreditations are obtained or maintained.
- **Shared governance** - The dean works collaboratively with the faculty chair to promote and uphold a strong system of shared governance.
- **Local, state, and national advocacy** - The dean represents the unit and communicates across the community, including with government entities, in ways that facilitate awareness and excitement about the School and advance its goals.

Required Qualifications

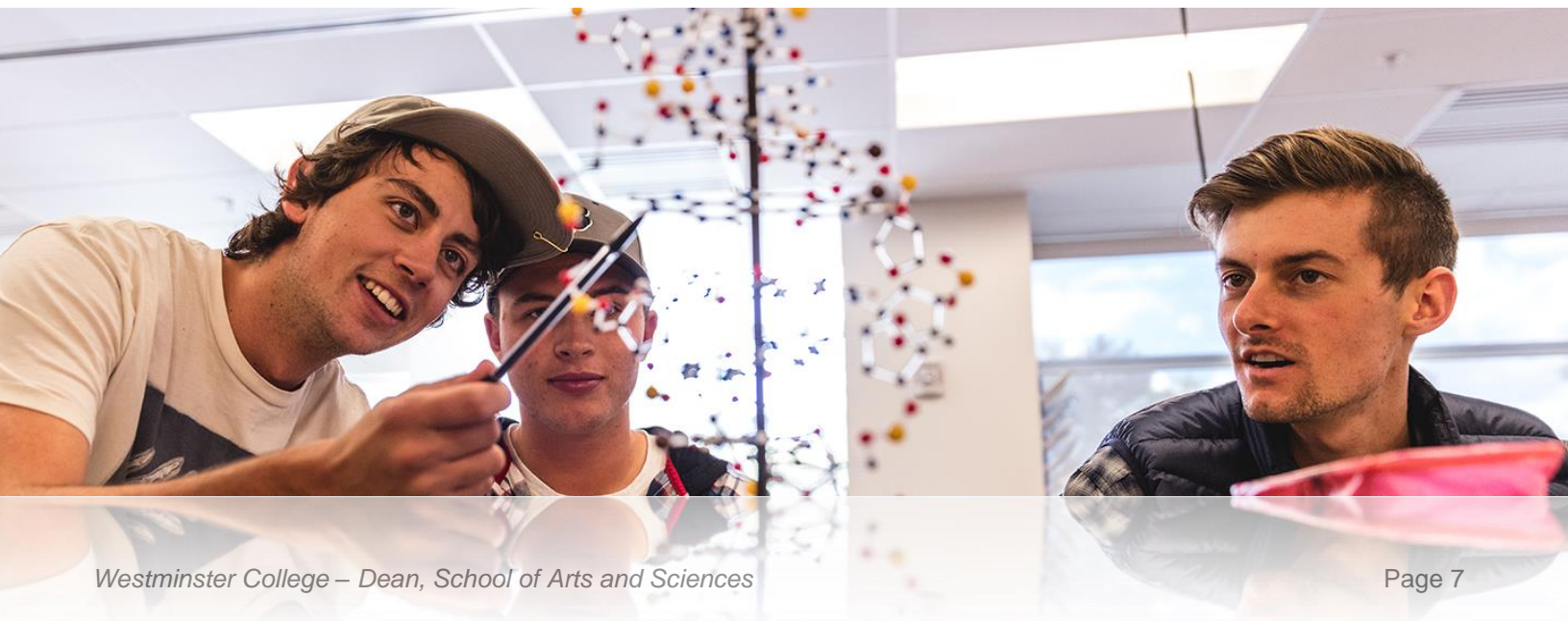
The successful candidate for this position must possess:

- A terminal degree in one of the school's disciplines.
- A strong record in higher education of teaching and scholarship and an achieved rank of associate or full professor.
- A minimum of five years of experience in an academic administrative leadership role that includes experience with all or most of the dean's responsibilities, including personnel management, program development, managing budgets, diversity initiatives, enrollment management, and sustainability.
- Commitment to fostering a diverse educational environment and an ability to work with a diverse student and faculty population.

Desired Skills and Attributes

The successful candidate will possess at least some of the following experiences, skills, and attributes:

- Experience in academic administration specifically within one of the School of Arts and Science disciplines.
- A record of effective teaching and a commitment to innovative, research-based pedagogy.
- Evidence of competencies related to mediating and navigating organizational/higher education cultures.
- Excellent communication skills, including an ability to communicate in ways that inspire and facilitate awareness and excitement about arts and science programs.
- Demonstrated interest in interdisciplinary work and an ability to work collaboratively with colleagues in the school and across the campus community.
- Exceptional communication and problem-solving skills.
- Experience with strategic planning.
- Experience with fundraising and development or a skill set that lends itself to this work.





PROCEDURE FOR CANDIDACY

Westminster College, 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 **October 19, 2022** will be given first consideration. Applications should include a curriculum vitae and a letter of interest that addresses reasons for interest and experience related to the qualifications described above. All applications and nominations will be held in confidence. To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su320>

For more information or to offer recommendations:

Andrea Martinez

Senior Consultant

Summit Search Solutions, Inc.

Direct: 919-357-8766

amartinez@summitsearchsolutions.com

Beth Baldino

Senior Consultant

Summit Search Solutions, Inc.

Direct: 828-216-6606

bbaldino@summitsearchsolutions.com

Westminster College provides equal employment and advancement opportunities to all employees and applicants for employment, without regard to race, color, religion, age (40 and over), sex, pregnancy, gender, disability, national origin, ethnic background, citizenship, veteran status, sexual orientation, gender identity and expression or any other characteristic protected by applicable law.





ABOUT SALT LAKE CITY, UTAH

Sitting on a 27-acre campus surrounded by trees and green spaces, Westminster College is located in the charming Sugar House neighborhood, just 10 minutes from downtown Salt Lake City (SLC). The city is the capital and most populous city of the state of Utah and features the amenities of a large and diverse metro area (population of 1.1 million) with unparalleled year-round outdoor recreation. Sports enthusiasts can cheer for the NBA's Utah Jazz, the MLS's Real Salt Lake, ECHL's Utah Grizzlies, or AAA baseball's Salt Lake Bees. Art lovers will enjoy Ballet West, Utah Opera Company, the Utah Symphony, and Salt Lake's newest venue, Live at the Eccles, which regularly hosts Broadway tours as well as comedy shows and musical concerts. And winter sports enthusiasts love the accessibility to the Wasatch Mountains, placing residents just an hour away from 10 world-class ski resorts. Westminster's campus is approximately 4 hours away from 5 national parks: Zion, Bryce Canyon, Capitol Reef, Arches, and Canyonlands, as well as six national forests.

Businesses and families choose Utah for economic opportunities, unparalleled quality of life, and amazing scenery. Utahns continue to achieve work-life balance as they are surrounded by stunning landscapes, summer and winter recreation, a multitude of entertainment options, budding arts communities, and diverse cultural heritage.

- Utah was recently ranked #1 on *Forbes* magazine's list of "best states for business and careers."
- Ranked #3 overall state in the 2021 *U.S. News and World Report* list of Best States
- Ranked the #1 economy in the 2021 *U.S. News and World Report* list of Best States
- The *Human Rights Campaign Foundation* ranks Salt Lake City in the top 100 in its Municipality Equality Index assessment of LGBTQ+ equality within municipal policies, laws, and services

SLC is a modern city with all the amenities one would expect that still maintains a small-town feel. It offers a comprehensive transportation system and a state-of-the-art airport while providing an outstanding mix of urban excitement, family-friendly activities, and beautiful natural solitude very nearby -- SLC can be described as having it all!

Click here to learn more:

Visit Utah: www.visitutah.com/

Salt Lake Chamber: <https://slchamber.com/>

Salt Lake Sugar House: www.visitsaltlake.com/salt-lake-city/sugar-house/

