

## **Associate Dean for Academic and Faculty Affairs**

### **Colorado State University - College of Agricultural Sciences**

#### **Internal Search Announcement**

The College of Agricultural Sciences (CAS) at Colorado State University invites applications for the position of Associate Dean for Academic and Faculty Affairs. This is an internal search, open only to faculty within CAS who will hold the rank of Full Professor as of the position start date (early to mid-2025). The position will involve 85% administrative responsibilities and 15% scholarly pursuits. The salary range is \$180,000 - \$220,000 commensurate with qualifications and experience. The start date is negotiable. Applications will open on November 11, 2024 and close December 16, 2024. Interviews are scheduled for mid-January 2025.

#### **Position Summary:**

The Associate Dean for Academic and Faculty Affairs will provide strategic leadership to support undergraduate student success, the development of innovative educational programs within the college, and the academic and professional growth of faculty. This role includes coordinating faculty recruitment, development, evaluation, and mentoring, along with oversight of the undergraduate academic programs. The Associate Dean will work closely with department heads, faculty governance teams, and other administrative units to enhance the quality of academic programs, promote faculty success, and advance the mission of the college.

#### **Key Responsibilities:**

- Lead the Office of Student Success for CAS, which is responsible for:
  - Providing leadership in academic program development, including curriculum planning, program review, and the assessment of student learning outcomes.
  - Developing and implementing a comprehensive, strategic, and inclusive recruitment strategy for undergraduate enrollment.
  - Promoting high impact practices for undergraduate student retention, degree completion, and or career preparedness through strategic advising and experiential learning initiatives.
  - Managing student life, recruitment, and student diversity programs and services.

- Overseeing unit budget.
- Serve as the primary point of contact for the Vice Provost, Dean of Undergraduate Affairs, Assistant VP for Student Success, and university committees pertaining to undergraduate affairs.
- Collaborate with department heads, faculty, HR, and the Assistant Dean for Inclusion, Diversity, and Equity in Agriculture to support faculty across all ranks, including:
  - Developing transparent, equitable and consistent processes pertaining to the management of hiring, onboarding, performance reviews, promotion and tenure processes and timelines, and faculty grievances.
- Participate in strategic planning, policy development, budget planning, and decision-making for the college.
- Manage faculty-related committees and represent the college on university-level academic and faculty affairs committees.
- Represent the CSU CAS Academic Programs Section (APS) & Associate Vice President, Food, Agriculture & Natural Resources (FANR) at APLU.

**Required Qualifications:**

- Full Tenured Professor in the College of Agricultural Sciences (as of start date, which indicates that those now going up for promotion may apply).
- Demonstrated commitment to academic excellence and faculty development.
- Demonstrated commitment to advancing the college's and university's commitment to diversity and inclusion
- Significant experience in academic leadership roles, including a demonstrated ability to lead and manage complex initiatives.
- Possess strong communication, organizational, and interpersonal skills.
- Experience working collaboratively with diverse groups, including faculty, staff, and students.

**Preferred Qualifications:**

- Experience in curriculum development, academic program review, and student success initiatives.
- Experience with student recruitment and retention, including efforts to decrease educational gaps and inequities in access and attainment levels.
- Knowledge of university policies related to academic and faculty affairs.

**Application Details:**

To apply, submit a cover letter detailing your qualifications and vision for the role, a current curriculum vitae, and the names and contact information of three references. Applications will be accepted beginning November 11 and will close December 16. Interviews will be conducted in mid-January.

**Additional Information:**

This is a 12-month administrative appointment with an expectation of maintaining scholarly activity. The specific start date is negotiable.

**Diversity Statement:**

Colorado State University is committed to promoting a diverse and inclusive environment. Applicants should demonstrate a personal or professional commitment to diversity and inclusion in their application materials.

**Principles of Community Statement:**

The Principles of Community support the Colorado State University mission and vision of access, research, teaching, service and engagement. A collaborative, and vibrant community is a foundation for learning, critical inquiry, and discovery. Applicants should demonstrate a personal or professional commitment to the CSU Principles of Community in their application materials.