UNIVERSITÉ Concordia UNIVERSITY

POSITION PROFILE FOR THE DEAN, ENGINEERING AND COMPUTER SCIENCE
NOVEMBER 2013

THE ROLE AND MANDATE

The Dean, Faculty of Engineering and Computer Science will provide strategic direction, academic planning leadership and administrative oversight to achieve the highest standards in engineering and computer science education and research. Reporting to the Provost and Vice-President, Academic Affairs and a member of Concordia's senior administration, the Dean will promote innovative approaches to program and professional training development and delivery, increase research output and funding support, and facilitate partnerships with other Faculties. He or she will ensure sustainable growth and competitiveness, expand the Faculty's industry research chairs and large-scale interdisciplinary research programs, and work collaboratively with academic, industry and public sector partners to further enhance its national and international stature.

The Dean, Faculty of Engineering and Computer Science currently has the following direct reports*:*

- Associate Dean of Academic Affairs
- Associate Dean of Academic Programs
- Associate Dean of Research and Graduate Studies
- Associate Dean of Student Academic Services
- Chairs/Directors of the seven Academic Units
- Director of Administration
- Manager of Planning and Operations Facilities
- Aerospace Special Advisor
- Communications Advisor
- Finance and Planning Officer

Committed to the scholarly life of the Faculty and to excellence, equity, diversity and inclusion, the Dean, Faculty of Engineering and Computer Science will play a major role in the achievement of Concordia's goals and objectives. She or he will be expected to:

1. Stimulate and support excellence and integrity in teaching, learning, research and University service, and foster a climate that encourages faculty, staff and students to identify and pursue innovation in these activities;

2. Lead the academic planning process of the Faculty by initiating discussions, defining priorities, and developing and articulating its vision;

3. Initiate and oversee activities designed to improve teaching skills within the Faculty and ensure that teaching methods are state-of-the-art;

4. Provide strategic leadership in the development of research activity to capitalize upon the expertise, interests and resources of the Faculty and to ensure alignment with the University's research strategy;

5. Play a proactive role in increasing funding support to the Faculty through government, industry and other funding sources and work collaboratively with academic, industry and public sector partners to further enhance the research profile of the Faculty, and expand and improve its infrastructure;

6. Promote the research activities of faculty members and ensure that their contributions to the success of the Faculty of Engineering and Computer Science and Concordia are known and celebrated within the University and the broader community;

7. Ensure cooperative integration among the research centres, support units, and academic units within and related to the Faculty of Engineering and Computer Science;

8. Continue to seek opportunities to develop and continue interdisciplinary research and teaching initiatives with other Faculties, Colleges, Schools and Institutes within Concordia;

9. Ensure effective communication and engagement with students, faculty and staff members;

10. Develop, manage and ensure effective administration and accountability of the Faculty's budget and resources and support, regularly assess and ensure effective Faculty governance;

11. Ensure appropriate and efficient organization and assignment of staff responsibilities, effective management, commitment to staff development and administration of collective agreements and personnel policies;

12. Ensure recruitment and appointment processes are undertaken with the aim to attract the highest possible calibre of faculty and staff and that the process itself is reflective of equity, diversity and University policy;

13. Build effective relationships, promote and advocate for the Faculty to a broad spectrum of stakeholders, including senior administration, associate deans, department chairs, faculty and staff, students, alumni, professional associations, the media, community leaders, and educational and other key institutions, locally, nationally and internationally; and

14. Participate in the development of University strategy and policy as a member of the University's senior management team.

CANDIDATE QUALIFICATIONS

The Dean, Faculty of Engineering and Computer Science will be an accomplished academic and visionary leader with a record of building strong teams, fostering academic innovation, managing resources, and promoting multi-disciplinary initiatives. Extensive academic leadership experience will enable the new Dean to relate to a range of internal and external partners and promote excellence, equity, diversity and inclusion among faculty, staff and students. She or he will possess an open and collegial style, outstanding management, communication and interpersonal skills, a creative approach to problem solving, and a strong commitment to

academic excellence in research and teaching. Registration as a Professional Engineer and the ability to function in both English and French is preferred.

While the Search Committee recognizes that no one candidate is likely to meet all of the following qualifications in equal measure, they are desirable and will be used in the assessment of candidates for the position. The Committee will give the highest priority to those candidates whose profile most closely matches the ideal expressed by these criteria:

15. The academic accomplishments, distinguished record of academic or industry leadership, and intellectual acumen to earn respect both internally and externally;

16. Demonstrated accomplishments in an academic leadership role (department chair, associate dean or dean) with a record of superior leadership in academic planning and implementation, collegial engagement, and the ability to see the bigger picture and long-term outlook;

17. A clear vision of Canadian higher education and a strong commitment to academic excellence in teaching, research, creative and professional activity and to encouraging academic innovation in all areas of the Faculty;

18. An understanding of the range of academic disciplines within the Faculty and of both the academic and applied aspects of scholarly pursuit, as well as an appreciation of the issue of balancing research with teaching;

19. A high standard of personal integrity and a commitment to equity and diversity, academic freedom, the collaborative process and the principles of collegiality and natural justice;

20. The ability to inspire informed discussion that encourages diversity and the expression of divergent opinions and mutual acceptance, combined with the capability to balance the autonomy of faculties and faculty members with the need for an overall shared vision, identity and commitment;

21. Proven capabilities in resource management (personnel, budgets, space, equipment and related academic technologies), with the ability to ensure transparency and clarity in the budget process and to appreciate the use and impact of new technologies and to assess their value;

22. A record of building strong teams and a proven capacity to work constructively as a team member and team leader, with both internal and external constituencies;

23. A commitment to the continued recruitment and retention of high-calibre faculty members in an increasingly competitive environment, combined with the ability to deal with human resources issues in a unionized setting;

24. A genuine interest in working effectively with an active and engaged student body, while responding to their needs for intellectual advancement and personal development;

25. A commitment to engaging social and cultural diversity while fostering access and success, and a willingness to become personally and visibly involved in the Faculty

community;

26. Outstanding communication skills, with the ability to interact successfully with multiple constituencies and stakeholders and to promote the Faculty's academic priorities and interests to a variety of internal and external communities, including fundraising and government relations;

27. The resolve, flexibility, patience and enthusiasm to deliver innovative and relevant academic leadership, to foster academic innovation, to promote multi-disciplinary research initiatives, and to bring about change, with all the required consulting, listening, planning, persuading, explaining and implementing skills; and

28. The capacity to listen well, stand one's ground when appropriate, enable others to see opportunity where initially they saw constraint and make sound, fair and sometimes difficult decisions, combined with the ability to communicate such decisions openly and implement them firmly.