

POSITION PROFILE FOR THE DEAN, GINA CODY SCHOOL OF ENGINEERING AND COMPUTER SCIENCE

JANUARY 2021

THE ROLE AND MANDATE

The Dean of the Gina Cody School of Engineering and Computer Science (GCS) will provide strategic direction, academic planning leadership, and administrative oversight to achieve the highest standards in engineering and computer science education and research. A member of Concordia's senior administration, reporting to the Provost and Vice-President, Academic, the Dean will promote innovative approaches to program and professional training development and delivery, increase research output, impact, and funding support, and facilitate partnerships with other faculties, schools, and academic units. They will inspire and lead sustainable growth and competitiveness, expand the School's industry research chairs and large-scale interdisciplinary research programs, and work collaboratively with academic, industry, and public-sector partners to further enhance the School's national and international stature.

The Dean of GCS 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 and Equity, Diversity and Inclusion
- Chairs/Directors of the seven Academic Units
- Director of Administration
- Manager of Planning and Operations Facilities
- Communications Manager
- Finance and Planning Officer
- Advisor, Strategic Initiatives and Special Projects.

Committed to the scholarly life of the School and to excellence, equity, diversity, and inclusion, the Dean of GCS will play a major role in the achievement of Concordia's goals and objectives. They will be expected to:

- 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

- Lead the academic planning process of the School by initiating discussions, defining priorities, and developing and articulating its vision
- Initiate and oversee activities designed to improve teaching skills within GCS and ensure that teaching methods are state-of-the-art
- Provide strategic leadership in the development of research activity to capitalize upon the expertise, interests, and resources of GCS and to ensure alignment with the University's research strategy
- Play a proactive role in increasing funding support to GCS 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 School, and expand and improve its infrastructure
- Promote the research activities of faculty members and ensure that their contributions to the success of the Gina Cody School and Concordia are known and celebrated within the University and across the broader community
- Foster cooperative integration among the research centres, support units, and academic units within and related to the Gina Cody School
- Continue to seek opportunities to develop and continue interdisciplinary research and teaching initiatives with other faculties, colleges, schools, and institutes within Concordia
- Contribute to the student experience and the enhancement of student life and well-being by supporting formal and informal student groups, associations, and clubs
- Ensure effective communication and engagement with students, faculty, and staff
- Develop, manage, and ensure effective administration and accountability of the School's budget and resources
- Support, regularly assess, and ensure effective governance of the GCS
- Ensure appropriate and efficient organization and assignment of staff responsibilities, effective management, commitment to staff development, and administration of collective agreements and personnel policies
- Ensure recruitment and appointment processes are undertaken with the aim of attracting the highest possible calibre of faculty and staff, and ensure that the process itself is reflective of equity, diversity, and University policy
- Build effective relationships; promote and advocate for GCS 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
- Participate in the development of University strategy and policy as a member of the University's senior management team.

CANDIDATE QUALIFICATIONS

The Dean of the Gina Cody School 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 Dean to relate to a range of internal and external partners and promote excellence, equity, diversity, and inclusion among faculty, staff, and students. They will possess an open and collegial style; outstanding management, communication, and interpersonal skills; a creative approach to problem solving; and a strong commitment to inclusive excellence in research and teaching.

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 profiles most closely match the ideal expressed by the following criteria.

Education and Qualifications

- PhD or equivalent, with academic accomplishments sufficient to earn respect both internally and externally (required)
- Registration as a Professional Engineer or qualifications for such registration (required)
- The ability to function in both English and French (preferred).

Experience

- Demonstrated accomplishments in an academic leadership role (e.g., dean, associate dean, or department chair) 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
- A proven commitment to promoting inclusive excellence in teaching, research, and creative and professional activity
- Demonstrated success in encouraging innovation in all areas of a faculty or academic unit, with all the consulting, listening, planning, persuading, explaining, and implementing skills required to deliver innovative and relevant academic leadership, foster academic innovation, promote multi-disciplinary research initiatives, and bring about change
- Demonstrated commitment to balancing research with teaching
- Demonstrated capacity to inspire informed discussion that encourages diversity and the expression of divergent opinions and mutual acceptance, combined with the ability to

balance the autonomy of faculties and faculty members with the need for an overall shared vision, identity, and commitment

- Proven ability in resource management (personnel, budgets, space, equipment, and related academic technologies), including ensuring transparency and clarity in the budget process, as well as appreciating the use and impact of new technologies and assessing their value
- 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
- Demonstrated success in 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.

Understanding and Skills

- A clear vision of Canadian higher education
- An understanding of the range of academic disciplines within GCS and of both the academic and applied aspects of scholarly pursuit
- Outstanding communication skills, including a demonstrated ability to interact successfully with multiple constituencies and stakeholders, and to promote academic priorities and interests to a variety of internal and external communities; a record of success in – or demonstrated capacity for – fundraising and government relations.

Leadership Attributes

- A high standard of personal integrity, together with a commitment to equity and diversity, academic freedom, the collaborative process, and the principles of collegiality and natural justice
- Genuine interest in working effectively with an active and engaged student body, while responding to their needs for intellectual advancement and personal development
- A commitment to engaging social and cultural diversity while fostering access and success
- Genuine interest in all disciplines within the School, along with a willingness to become personally and visibly involved in the GCS community
- A commitment to listening, problem solving, and enabling others to see opportunity where initially they saw constraint
- Resolve, flexibility, patience, and enthusiasm
- Soundness, fairness, and managerial courage in decision making, along with transparency in communication and a commitment to implementation.