

Associate Dean of Undergraduate Programs

The Ira A. Fulton Schools of Engineering seeks an Associate Dean of Undergraduate Programs to provide leadership for both the curricular and co-curricular undergraduate education experiences and ensuring the academic success and well-being of all of our undergraduate students. Key goals will be to continuously assess and improve the academic experience and Fulton Difference to increase retention, persistence, graduation rates and graduation outcomes for all undergraduate students. The Associate Dean reports to the Vice Dean of Academic and Student Affairs. This is a half-time, fiscal year, administrative appointment with a preferred start date of October 15, 2023. This position is open to FSE faculty only.

Position Description

The Associate Dean of Undergraduate Programs will work closely with the Vice Dean of Academic and Student Affairs with specific responsibilities including:

- Analysis of data and best practices to improve retention and persistence for all students across all programs for all instructional modalities.
- Continuously improving FSE 100, ASU 101 and Homework Zero.
- Serve as ASA Program Chair.
- Responsible for coordinating accreditation activities.
- Work with Vice Dean to advance new majors, minors, concentrations, certificates and courses.
- Lead efforts to promote Entrepreneurial mindset and practice Principled Innovation.
- Work with Vice Dean to identify and promote new cross-cutting FSE student learning outcomes in areas such as machine learning, AI, sustainability, Industry 4.0, etc.

Required Qualifications

- Current faculty in the Ira A. Fulton Schools of Engineering.
- Ability to communicate well verbally and in writing, to present ideas effectively, and to listen.
- A record of quality and innovative instruction.
- A demonstrated ability to collaborate with leadership, faculty, staff, and students from all backgrounds.
- Knowledge of university policies and procedures.

Desired Qualifications

- Successful experience in curriculum development and enhancement.
- Assessment experience.
- Demonstrated ability to build consensus and cultivate collaborative teams.
- Experience coordinating accreditation activities.
- Knowledge of retention best practices.
- Demonstrated ability to analyze data and make effective decisions.

Nomination materials

- Current CV
- Letter of interest that outlines experience and qualifications for the position (not to exceed 3 pages in length)

Nomination materials must be submitted to the school director for submission to the Dean's Office by **September 8**. Self-nominations are encouraged.

For questions, please contact committee chair, Jim Collofello, Vice Dean of Academic and Student Affairs, at James.Collofello@asu.edu.