

ASSOCIATE DEAN for UNDERGRADUATE STUDIES
San Diego State University
College of Engineering

The College of Engineering at San Diego State University (SDSU) invites applications and nominations for the position of Associate Dean for Undergraduate Studies to begin in July 2020.

The Undergraduate Associate Dean who is a key administrator within the College of Engineering is responsible for overseeing initiatives that support and enhance the undergraduate programs within the College of Engineering including:

- Coordinating College Accreditation with ABET, including scheduling visits and communication of information and materials.
- Collaborating with Department Chairs and managing the processes and data analysis related to the Student Learning Outcomes and assessment with the goal of maintaining ABET accreditation standards and working with the Assistant Dean for Student Affairs on continued improvement in all student success indicators.
- Working with the College and University Curriculum Committees and reviewing curriculum proposals.
- Working with local community colleges on course articulation issues.
- Developing new undergraduate programs, including online programs in collaboration with SDSU World Campus and study abroad programs.
- Representing the College, when needed, in the University committees and Task Forces related to undergraduate studies matters.
- Working with Student Success Committee on the Dean's Industrial Advisory Board.
- Soliciting faculty participation, in coordination with College Dean, in the College and University committees related to undergraduate studies.
- Representing the College at external (with respect to the College or University) committees and meetings as requested by the Dean.
- Coordinating with Department Chairs, Department Coordinators, and University Administration the scheduling of courses, the student enrollment planning, and the resolution of course conflicts.
- Directly working with the College Assistant Dean, Departmental Faculty Advisors, Department Chairs, and the affiliates of the Engineering Students Success Center on matters related to student success.
- Facilitating workshops and working with Departmental Faculty Advisors to provide advising services that focus on upper division majors.
- Other tasks related to undergraduate programs and student success for the College as requested by the Dean.

Only applicants who have earned a doctorate in engineering or related areas that would qualify them for an appointment in one of the College's academic departments along with experience in university administration will be considered. Experience in Student Success and in Diversity and Inclusion Initiatives is required.

The SDSU College of Engineering is the fastest growing College at SDSU with over 25 new faculty members hired in the past three years and has a student headcount of about 4000. The College of Engineering offers B.S. degrees in seven programs through its four departments (Aerospace Engineering, Civil, Construction and Environmental Engineering, Electrical and Computer Engineering, and Mechanical

Engineering), M.S. degrees in six programs (Aerospace, Bio-, Civil, Environmental, Electrical, and Mechanical Engineering), a Master of Engineering degree in collaboration with the College of Business Administration, as well as Ph.D. degrees in four engineering science areas (Mechanical and Aerospace, Bio-, Electrical and Computer, and Structural Engineering).

San Diego State University is the largest university in San Diego and the third largest in California. The highly diverse campus community has a student population of about 35,000 and approximately 5,849 faculty and staff. SDSU is currently designated as a Doctoral / Research-Intensive University by the Carnegie Foundation. Established in 1897, SDSU offers bachelor degrees in 84, masters in 76 and doctorates in 21 areas. See <http://www.sdsu.edu> for more information. SDSU is a large, diverse, urban university and Hispanic-Serving Institution with a commitment to diversity, equity, and inclusive excellence. Our campus community is diverse in many ways, including race, religion, color, sex, age, disability, marital status, sexual orientation, gender identity and expression, national origin, pregnancy, medical condition, and covered veteran status. We strive to build and sustain a welcoming environment for all. SDSU is seeking applicants with demonstrated experience in and/or commitment to teaching and working effectively with individuals from diverse backgrounds and members of underrepresented groups.

For more information about SDSU or the College of Engineering visit: <http://www.sdsu.edu> or <https://www.engineering.sdsu.edu/>

Review of applications will begin on January 2, 2020, and will continue until position is filled. Applicants can apply through Interfolio: <https://apply.interfolio.com/69942>

The person holding this position is considered a “mandated reporter” under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

SDSU is a Title IX, equal opportunity employer and does not discriminate against persons on the basis of race, religion, national origin, sexual orientation, gender, gender identity and expression, marital status, age, disability, pregnancy, medical condition, or covered veteran status.