Leadership Profile

Dean of Arts & Sciences

This search is being assisted by:

ACADEMIC SEARCH
Fitchburg State University seeks applications and nominations for the position of the Dean of Arts and Sciences, which reports directly to the Provost. The Dean will be expected to assume office in July 2017 or as soon thereafter as is feasible.

THE UNIVERSITY

Fitchburg State University is a public comprehensive institution with a strong and proud tradition of excellence in teaching, scholarship, and public service, and is situated on a 60-acre traditional New England campus in North Central Massachusetts, 50 miles west of Boston. The university offers more than 50 undergraduate and graduate degree programs in the arts, humanities, sciences, social sciences, and professional fields to more than 7,000 students annually, including approximately 3,000 graduate students, and is home to over 200 full-time faculty members in the day division.

Founded as a teachers’ college in 1894, Fitchburg State has developed into a highly-regarded institution that blends liberal arts and sciences and professional programs within a small college environment and recently updated facilities. A Fitchburg State education extends beyond the classroom to include residential, professional, and co-curricular opportunities, with particular emphasis on internships. As a community resource, the university provides leadership and support for the economic, environmental, social, and cultural needs of North Central Massachusetts and beyond.

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<tr>
<th>Vision</th>
<th>Core Values</th>
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- Achieve academic excellence by investing in our faculty and librarians in their pursuit of knowledge, professional competency, and scholarship
- Employ innovative uses of technology in the library and across our campus to maximize student learning
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DIVISION OF ARTS AND SCIENCES
The Division of Arts and Sciences consists of the departments of Behavioral Sciences, Communications Media, English Studies, Economics, History and Political Science, and Humanities.

Behavioral Sciences
The Behavioral Sciences Department offers students the education and experience in one of the most fascinating fields of study that looks at who we are, what we do and why. Students will gain the academic background and research capabilities for both graduate study and immediate entry into a variety of career fields. The department encompasses the majors of criminal justice, human services, and sociology. A strong emphasis in this department is on taking what is learned in the classroom and applying it in the field as students acquire internships across the country often obtaining jobs there post-graduation.

Communications Media
The Communications Media Department offers students the education and experience of being part of one of the most fascinating fields of study. In combination with the Liberal Arts and Sciences Program, Communications Media fosters the development of skills critical to adapting to an ever changing technological and knowledge-based society. The program provides a blend of the principles and practices necessary for the effective design, production and evaluation of media for information presentation by graphic, photographic, film, video, electronic and print technologies. Specializations include film & video, graphic design, photography, professional communication and game design – the first program of its kind in a public institution in New England.

English Studies
The English Studies Department offers concentrations in Literature, Teacher Education, and Professional Writing. Students from all tracks take core courses in literature and writing, as well as the capstone course, the culminating experience for all our majors. Through their study of great writers in English and in translation, students in the literature concentration learn to recognize the profound issues which cross geographic and temporal boundaries. These students often go directly into jobs which require research, analysis, and clear communication or they may choose among graduate programs including those in law, business, counseling, teaching, or library science. Students planning to teach gain a solid grounding both in literature and in secondary school teaching methods as well as gain initial licensure. For practical teaching experience, students will be placed with some of the best high school teachers in the region, many of them graduates of our Bachelor’s or Master’s level programs. Students interested in professional writing have the choice of many writing courses—journalism, technical writing or creative writing—and are encouraged to submit independent work to Route 2, our literary magazine, the campus newspaper, The Point and to our online magazine, Detour.

Economics, History, and Political Science
The Economics, History, and Political Science Department offers students a choice of three academically distinct but interrelated majors—economics, history, and political science—and a range of associated minors. Students gain the academic background and research capabilities for both graduate study and immediate entry into a variety of career fields, including secondary school teaching. In addition, the department offers graduate degrees in the field of history.

Humanities
The Humanities Department, home to Art, Music, Philosophy, and Languages, dedicates itself to the mission of excellence in teaching and learning at Fitchburg State University through investigations of artistic, cultural and social contexts that inform contemporary global society. Faculty prides itself on
teaching students how to use the separate disciplines in Humanities to foster the kind of creative and critical thinking skills, as well as inter-cultural awareness that are vital to being successful in our globalized society. The department is also the home of the Interdisciplinary Studies major.

**Faculty**

With an average student-to-faculty ratio of 14:1, each student at Fitchburg State receives personal attention. In most years, all courses for majors are taught by full-time faculty members with terminal degrees in their field of expertise. Faculty members also teach all lab and studio sections. Each student is assigned an academic advisor from the departmental faculty to help guide his/her personal course of study. In addition to their commitment to teaching, faculty members are dedicated to scholarship and research and often publish and present their work at regional, national, and international meetings.

**Internships**

Some programs require an internship or off-campus hands-on component that allows students to apply what they have learned in the classroom in a work setting, learning new job-specific skills and developing working relationships with professionals in the field, while also gaining a greater awareness of personal strengths, interests and career and/or educational goals. Students contract with an organization to provide specific outcomes or services that meet the students’ learning goals as well as the needs of the organization.

**Facilities**

The second floor of the McKay Building was recently renovated and now houses the Behavioral Sciences Department. In addition to new classrooms, faculty offices and a department office, the space includes student research areas for projects associated with research design courses as well as a research suite for faculty and student-driven independent research projects.

Historic Miller Hall, once a women’s dormitory, is home to the Economics, History and Political Science, and English Studies departments. Renovations of Miller Hall were completed in 2012.

The students in the Communications Media program have access to newly renovated lab facilities, work room, and a print room equipped with state-of-the-art equipment that gives students a competitive edge when they enter the field. Game Design students also have access to a game library/lounge which allows them to research, playtest, and experience games together on a variety of systems. The game design and development lab and game workshop room feature computers, tablets, and mobile device tools in multiple platforms for seminars and small group work.

The Humanities Department has a range of facilities to support the diverse needs of our individual courses, a music technology lab with synthesizers and music scoring software; Steinway grand pianos, Model B Steinway concert piano, Model L Steinway concert piano; state-of-the-art Wenger practice rooms with Boston upright pianos, Yamaha keyboards and Wenger storage units for student use; art studios for sculpture, drawing, design, ceramics, water and oil-based painting.
Clubs and Organizations
Fitchburg State offers students a variety of clubs and organizations related to those departments within the Division of Arts and Sciences, including Sociology Club, LAMBDA PI ETA - National Communications Honor Society, Game Design Student Association, Omicron Delta Epsilon – International Honor Society for Economics, PI SIGMA ALPHA - National Honor Society for Political Science majors, PHI ALPHA THETA – International Honor Society of History, the Economics Club and the Political Science Club.

The Community
Fitchburg State is located in Fitchburg, Massachusetts, about 10 miles from New Hampshire and 50 miles from Boston. A community of about 41,000, Fitchburg is one of the largest cities in the county, yet retains its small-town charm. Fitchburg is noted for its old mills that line the Nashua River, its hilly topography and regional parks. Among the city’s cultural attractions are the Fitchburg Art Museum, with a robust contemporary art program and a permanent collection spanning 5,000 years, Top Fun Aviation Toy Museum, the only toy museum in the world that’s completely devoted to aviation-related toys, Fitchburg Historical Society, Wallace Civic Center, and Coggshall Park with miles of wooded trails. Fitchburg is a short trip by car or commuter rail to Boston and to nearby popular Wachusett Mountain ski resort, and Fitchburg is one of three cities that host the world-famous Longsjo Classic bicycle race each summer. To find out more about Fitchburg, please visit www.ci.fitchburg.ma.us/.

Leadership Agenda for the Dean of Arts and Sciences
The Dean of Arts and Sciences will provide vision and leadership, serve as an advocate, and be the academic leader of the division of arts and sciences, reporting to the Provost. S/he oversees all personnel assigned to his/her office, and through the department chairs, assists in supervision of department personnel, as appropriate, under various collective bargaining agreements. The Dean works closely with the department chairs to shape the curriculum and strengthen teaching, scholarship, and service in all programs. The Dean also works to establish partnerships with stakeholders across the University, the community, and the state in advancing the mission and strategic plan of the University, and serves on various university committees and boards that are pertinent to work of the division.

The successful candidate will be responsible for providing leadership for and overseeing the development, coordination, organization and supervision of instructional programs in the division and for promoting interdisciplinary collaboration with programs in the other academic divisions of the University. For a complete description of duties, responsibilities and expectations please view the job description at www.fitchburgstate.edu/offices-services-directory/human-resources-payroll/dean-of-arts-and-sciences/.

Qualifications for the Dean of Arts and Sciences
It is desired that the successful dean will have the following attributes and experiences:

- Ability to work effectively and collegially with faculty, students, other administrators, parents, K-12 personnel, and other external constituencies.
- Familiarity with national, regional and professional accreditation processes.
- Knowledge of higher education practices and trends, including but not limited to curriculum and instruction, shared governance, faculty evaluation, budgeting and strategic planning.
- Demonstrated effectiveness in program development, review and revision.
- Demonstrated commitment to Affirmative Action and institutional diversity.
- Demonstrated ability to communicate orally and in writing with diverse constituencies.
- Personal qualities to include: integrity, good judgment, creativity, open mindedness, and being an attentive listener.

Preferred Qualifications
- Experience raising external funds via grants, partnerships, or cultivation of donors.
- Enrollment management, including recruitment and retention of high-quality students.
- Innovative and effective leadership of professional, instructional, and scholarly development for faculty and staff.
- Leadership in developing and/or facilitating international opportunities for faculty, staff, and students.
- Curricular development including that for online instruction and graduate programs.
- Leadership and oversight of studio and performance facilities and resources.
- Working with field placements and internship programs.
- Experience working with Professional and Creative Arts programs as well as more traditional academic programs.
- Commitment to the liberal arts as a valuable intellectual foundation that equips students with diverse and flexible skills to advance their personal and professional lives and engage with the broader world.
- Experience working in a collective bargaining environment.

In addition to the aforementioned desired attributes the successful candidate will possess a terminal degree in a relevant field, a distinguished record of teaching and scholarship commensurate with full professor status at Fitchburg State University, and significant and progressively responsible experience in academic administration.

**APPLICATION AND NOMINATION PROCESS**
The University is being assisted by Academic Search, Inc. Applications should consist of a substantive cover letter addressing the qualifications and desired attributes listed above, a curriculum vitae, and a list of at least five professional references with full contact information and a note indicating the nature of your working relationship with each; references will not be contacted without explicit permission from the candidate. Applications, nominations, and expressions of interest can be submitted in confidence to FitchburgAS@academic-search.com.

The position will remain open until filled, but only applications received by December 1, 2016, can be assured full consideration. Confidential discussions about this opportunity may be arranged by contacting Dr. Tom Fitch at rtf@academic-search.com. Fitchburg State University will protect the confidentiality of applicants in accordance with state law; candidates are advised that finalists will be required to participate in a public selection process.

*Fitchburg State University is an affirmative action, equal opportunity employer committed to excellence through diversity. Applications from members of underrepresented groups are encouraged.*

**ACADEMIC SEARCH**

For more than three decades, Academic Search has offered executive search services exclusively to institutions of higher education. Academic Search was founded on the principle of strengthening higher education leadership through professional search services. We are the only search firm in the nation with a formal relationship to a premier leadership development program. As the subsidiary of the American Academic Leadership Institute (AALI), Academic Search provides substantial financial support to a number of leadership identification, development, and support programs across all sectors of public and private higher education. For more information, visit www.academic-search.com.