

# SEARCH PROFILE:

DEAN OF THE COLLEGE  
OF ARTS AND SCIENCES

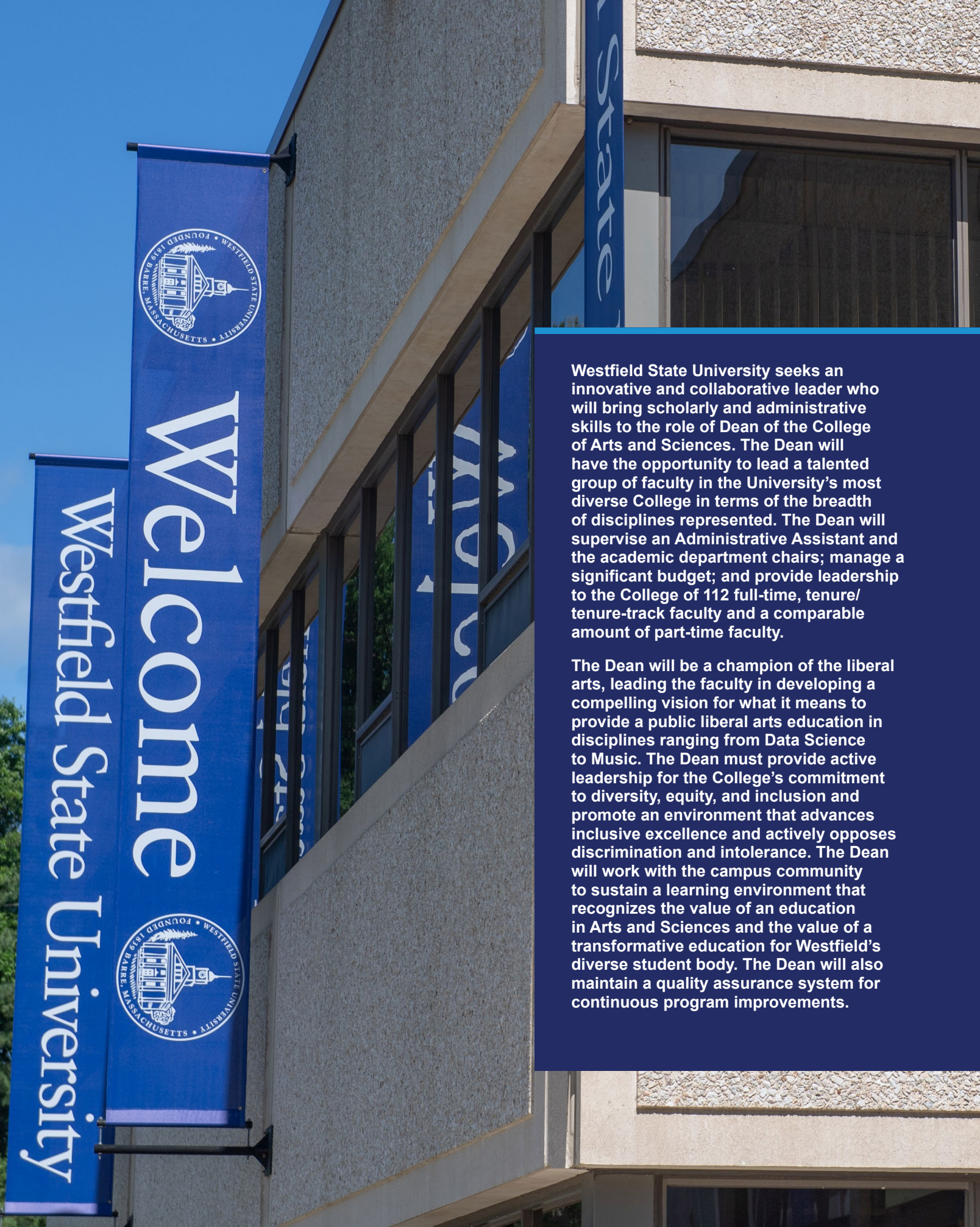


**Westfield**  
STATE UNIVERSITY

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Westfield State University seeks an innovative and collaborative leader who will bring scholarly and administrative skills to the role of Dean of the College of Arts and Sciences. The Dean will have the opportunity to lead a talented group of faculty in the University's most diverse College in terms of the breadth of disciplines represented. The Dean will supervise an Administrative Assistant and the academic department chairs; manage a significant budget; and provide leadership to the College of 112 full-time, tenure/tenure-track faculty and a comparable amount of part-time faculty.

The Dean will be a champion of the liberal arts, leading the faculty in developing a compelling vision for what it means to provide a public liberal arts education in disciplines ranging from Data Science to Music. The Dean must provide active leadership for the College's commitment to diversity, equity, and inclusion and promote an environment that advances inclusive excellence and actively opposes discrimination and intolerance. The Dean will work with the campus community to sustain a learning environment that recognizes the value of an education in Arts and Sciences and the value of a transformative education for Westfield's diverse student body. The Dean will also maintain a quality assurance system for continuous program improvements.



UNIVERSITY HALL

## ABOUT WESTFIELD STATE UNIVERSITY

Founded in 1839 by Horace Mann, Westfield was the first co-educational college in America to offer an education without barrier to race, creed, or economic status. The institution is an education leader committed to providing students of every generation with a learning experience built on its founding principles. This spirit of innovative thinking and social responsibility is forged in a curriculum of liberal arts and professional studies that creates a vital community of engaged learners who become confident, capable individuals prepared for leadership and service to society.

Originally founded as a normal school, the institution transitioned into a state teachers' college in the 1930s and proudly emerged as Westfield State University in 2010. This transformative journey highlights our commitment to fostering broad intellectual development, professional preparation, and impactful community service.

Known as "Whip City," Westfield boasts a history steeped in innovation since the 19th century. Initially known for bricks, whips, and cigars, it emerged as a major hub for the buggy whip industry in the 1800s. Over time, Westfield diversified into industries like bicycles, paper products, textile machinery, and wood products. This transformation turned Westfield from an agricultural town into an industrial city.

Westfield State University sits on an expansive 256-acre campus, nestled just west of Springfield in the picturesque Pioneer Valley of Massachusetts. Enjoy the perfect blend of outdoor activities in the Berkshires

and convenient access to the vibrant city centers of Hartford and Boston. The University has about 4,000 undergraduate students and 800 graduate students across several professional graduate programs

With a commitment to fostering leadership and innovation, the faculty and staff in the College of Arts and Sciences prepare students to excel in their chosen fields. Renowned regionally and nationally, our graduates are equipped with the skills and knowledge to navigate a dynamic professional landscape. Through internship programs, engaging practicums, and impactful capstone projects, we ensure our students are ready for the challenges of the modern workplace. At the heart of our mission is a dedication to academic inquiry, active learning, engaged citizenship, and ethical problem-solving of local and global challenges, in service of a more just and equitable society. .

### MISSION

Westfield State University is a public institution offering accessible quality undergraduate and graduate programs in the liberal arts, sciences, and professional studies. Our welcoming community focuses on student engagement and success. We contribute to the economic, social, and cultural growth of the northeast region by developing the knowledge, skills, and character essential for students to become responsible leaders and engaged citizens.



## THE LEADERSHIP OPPORTUNITY

Reporting to the Provost and Vice President for Academic Affairs, the Dean of the College of Arts and Sciences will serve as the senior academic officer for the College. The Dean promotes excellence in curricula; teaching and learning; diversity, equity, and inclusion; academic advising; scholarship and creative activities; professional development; and the stewardship of financial and other resources. The Dean develops faculty leadership within the College and enables faculty to develop their scholarly and pedagogical visions to fully realize their strengths.

The new Dean will need to provide leadership in several significant initiatives that are currently underway at Westfield and within the College. These include the implementation of the University's new general education program ([Westfield Integrative Student Experience: WISE](#)) and the accompanying Academic Plan in each department. WISE is centered on five student learning outcomes chosen by the faculty and implemented in fall 2024. The Dean will work with departments to ensure their majors are relevant to the 21st Century student. Other initiatives include supporting the Strategic Enrollment Management Plan and continuing to foster Westfield's culture of assessment of both student learning outcomes and academic advising. The Dean will also assist in refining our professional graduate programs to better meet the interests and needs of today's market.

Additional essential functions and associated tasks include:

### ADMINISTRATION OF THE COLLEGE

- Works with department chairs and faculty to develop a vision for the programs within the College that are consistent with Westfield's mission, the [University's strategic plan](#), and the Academic Plan of the Division of Academic Affairs.
- Shares the University's deep commitment to diversity, equity, and inclusion, while working to introduce strategies, systems, and initiatives that work to counter the systemic biases within higher education.
- Works with the Provost and other deans to develop and administer policies that guide the consistent and responsible use of budgets within the College. This includes the strategic deployment of tenure-track faculty lines, ensuring the consistent allocation of operating funds across academic departments, and assisting department chairs in managing their budgets.
- Manages the course schedules in the College to ensure course offerings match student needs.
- Continuously review the organizational structure and operations of the College to enhance efficiency and respond to opportunities.

## THE LEADERSHIP OPPORTUNITY (CONT.)

- Represents the University's academic interests to external stakeholders, including other educational institutions, government agencies, industry partners, and community organizations, including cultivation and fundraising.

### ACADEMIC DEPARTMENT SUPPORT

- Works with department chairs, program coordinators, and faculty to ensure that all academic programs meet the needs and demands of today's 21st Century learners. This may include new curricular offerings that are responsive to student interests; diversity, equity, and inclusion efforts; and emerging career opportunities. It may also include enhancing Westfield's professional graduate program offerings.
- Works with academic departments to develop effective assessment plans that measure the quality and effectiveness of the curriculum.
- Assists departments in enhancing their connections to alumni and fundraising.
- Supports and enhances the College's capacity to fund and conduct research and creative activity.

### FACULTY SUPPORT AND EVALUATION

- Reviews application portfolios in Renewal, Promotion, and Tenure, as well as six-year professional assessments, and makes recommendations to the Provost.
- Reviews tenure-track position requests from departments and makes recommendations to the Provost.
- Works with department search committees to evaluate candidates for faculty and staff positions to ensure we hire high quality people who share our commitment to public education.
- Assists departments in mentoring new faculty to maintain the sense of community and commitment to diversity, equity, and inclusion and the liberal arts that characterizes Westfield.
- Supports faculty scholarship and other creative efforts and assists with grant applications.
- Works with appropriate governance committees and other offices to develop and implement meaningful faculty development opportunities.
- When appropriate, holds the responsibility and shares governance for hearing and responding to faculty or staff issues.
- Evaluates staff and makes recommendations for advancement.





## PROFESSIONAL QUALIFICATIONS AND EXPERIENCE

### REQUIRED

- Earned terminal degree in an academic discipline appropriate to the College of Arts and Sciences.
- Demonstrated record of distinguished teaching, research/scholarship, and service consistent with a tenured faculty appointment at the rank of Professor in one of the University's academic departments.

### PREFERRED

- Evidence of a commitment to diversity, equity, and inclusion and experience with programs and pathways to support historically underrepresented groups.
- A demonstrated history of an open, collaborative, and collegial leadership style that demonstrates a commitment to shared governance and the ability to earn the trust of faculty, students, staff, and administrators.
- Ability to work collaboratively with academic departments and faculty to ensure academic programs are innovative, current, and relevant.
- Experience developing professional graduate programs that serve recent graduates and working adults.
- A record of progressively substantial and successful experience in academic administration including but not limited to budgeting, strategic planning, and personnel management.
- Evidence of an ability to balance multiple competing demands and priorities and a strong track record of problem solving and proactively addressing challenges.
- Evidence of a commitment to the liberal arts and the ability to articulate its value.
- Experience working in a unionized environment.



## APPLICATIONS, NOMINATIONS, AND INQUIRIES

Academic Search is assisting Westfield State in this search. Nominators and potential candidates may arrange a confidential conversation about this exciting opportunity with one of the two Senior Consultants leading the search: Cynthia Patterson ([cynthia.patterson@academicsearch.org](mailto:cynthia.patterson@academicsearch.org)) or Maria Thompson ([maria.thompson@academicsearch.org](mailto:maria.thompson@academicsearch.org)). Please include a copy of your CV to inform the conversation.

To apply, a candidate should submit the following in three separate documents (pdf preferred) to [WestfieldDeanAS@academicsearch.org](mailto:WestfieldDeanAS@academicsearch.org):

- A letter of intent addressing how the candidate's experiences align with the leadership opportunity and qualifications articulated in this document.
- A current CV/resume.
- Contact information for at least five professional references, including email addresses and a brief note on the candidate's working relationship with each.

References will not be contacted without the prior knowledge and approval of the candidate and at a later stage in the search.

When submitting a nomination, please send the nominee's full name, title, position, and email address to [WestfieldDeanAS@academicsearch.org](mailto:WestfieldDeanAS@academicsearch.org).

The deadline for initial consideration is **Monday, February 17, 2025**. Review of applications will continue until the search is completed.

The University will ensure that employment and academic decisions, programs and policies will be based solely on the individual eligibility, merit or fitness of applicants, employees and students without regard to race, color, religion, national origin, age, disability, gender, sexual orientation, gender identity, gender expression, genetic information, marital or parental status, or veteran status.



# ABOUT ACADEMIC SEARCH

Academic Search is assisting Westfield State University in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations.

Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience.

Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.

