Position Description:

College of Physical & Engineering Science of the University of Guelph invites applications for the position of Associate Dean, Research and Graduate Studies (ADR&G). The appointment as Associate Dean, Research and Graduate Studies is typically for a five-year term renewable for a second term of up to five years.

Approximately 3128 undergraduate and 370 graduate students are served by CPES to pursue one of 4 undergraduate and 4 graduate degree programs housed within the College, with 125 full-time faculty and 80 full-time staff. The College also teaches 16% of all students at UG.

The College of Physical & Engineering Science (CPES) provides a high-quality research, learning and social environment that encourages and promotes comprehensive understanding of both traditional and emerging themes in physical science, engineering and computer science. Comprising of five primary academic units - Chemistry, Physics, Mathematics & Statistics, Computer Science and Engineering - CPES offers a range of well-respected undergraduate and graduate programs in physical and engineering sciences including an MSc., MASc., M.Eng., and a longstanding and highly successful PhD program.

Reporting to the Dean, College of Physical & Engineering Science, the Associate Dean, Research and Graduate Studies (ADR&G) will provide strategic leadership and operational oversight and engagement in three key areas: research, graduate programs, and liaison and advocacy. More specifically, within the area of research, the incumbent will provide strategic leadership in continuously raising the College's research profile both within and outside the University, strengthening our culture, growing resources and the scholarly activity of faculty and students, ensuring the broad-based dissemination of scholarly output, and demonstrating the relevance and impact of our collective work.

Primary Tasks:

Research:

- Facilitate partnerships for CFINIF/LEF applications
- Enhance CPES participation in OMAFRA contract research
- Coordinate CPES Grants Review Committee to help maximize NSERC competitiveness
- Help the new Computing/Engineering partnership develop new strategic directions
- Gather data and statistics in support of CPES research performance and strategies
- Mentor/advise faculty as needed regarding research funding and opportunities
- Bring research matters to the attention of the Dean and Dean's Council as needed
- With others, work to maximize efficiency and performance of the AAC, the ETC, and other CPES facilities and partnerships
- Perform other research duties as requested by the Dean, VPR or AVPR

**Research Services Council (RSC):**

- Represent CPES and the University as needed in RSC business and activities
- Continue to work with the Office of Research and Computing and Communication Services to implement the OR-5 on line project.

**Graduate Studies:**

- Work strategically with the Dean, Dean's Council, Graduate Coordinators and Graduate Secretaries to maximize enrolment growth and student quality
- Gather data and statistics in support of CPES graduate programs
- Advise program directors as needed
- Assist in the review and allocation of graduate awards as necessary
- Assist in the development of new recruitment strategies

**Graduate Studies Council (GSC):**

- Represent CPES in GSC Business and Activities

**General:**

- Generate position papers or reports as requested by the Dean or Dean's Council
- Oversee the creation of a CPES annual report
- Represent the Dean as required

**Applicants must submit on or before May 6, 2016. We are considering tenured faculty from the University of Guelph only. The anticipated start date is September 1, 2016.** Application packages should include a letter of introduction, curriculum vitae and the names of three references (who will not be contacted without the consent of the candidate). Applications should be submitted electronically, in confidence, to:

  Anthony Vannelli, Dean  
  College of Physical & Engineering Science  
  University of Guelph  
  Guelph, Ontario, N1H 2W1  
  c/o Esther Codner, Assistant to the Dean  
  ecodner@uoguelph.ca