



POSITION SPECIFICATION DEAN OF THE SCHOOL OF HEALTH AND NATURAL SCIENCES

Institutional Overview

Dominican University of California is an independent, coeducational university located 12 miles north of the Golden Gate Bridge in Marin County, California. Dominican enjoys a century-long reputation for excellence in scholarship, research, and community outreach. The University offers more than 40 academic programs to 2,200 undergraduate and graduate students.

Dominican's mission is to educate and prepare students to become ethical leaders and socially responsible global citizens who incorporate the Dominican values of study, reflection, community, and service into their lives. Guided by its Catholic heritage, the University is committed to diversity, sustainability, and the integration of the liberal arts, the sciences, and professional programs.

Founded in 1890 by the Dominican Sisters of San Rafael as Dominican College of San Rafael, the institution separated legally and financially from the religious community approximately 30 years ago. The College became Dominican University of California in 2000, in recognition of Dominican's graduate degree programs, a solid commitment to research, and the institution's global perspective.

Located in San Rafael, the heart of Marin County, the University's location helps the institution attract and retain faculty and students from around the world. Dominican has an alumni base of more than 9,000, with many alumni remaining in the San Francisco Bay Area. As one of the largest employers in Marin County, Dominican plays an increasingly important role in the Marin and Bay Area economy.

The past two decades have been a time of phenomenal institutional growth, visibility, and development. Dominican has transformed from a small college to a vibrant university, committed to providing educational opportunities to individuals representing the diversity of California's population.

Dominican's enrollment has more than tripled in the past 20 years. This fall, Dominican welcomed 279 freshmen to campus. Forty-five percent of undergraduate students and fifty-one percent of freshmen are from ethnically diverse backgrounds. Twenty-nine percent of freshmen are the first generation in their family to attend college. Eighty-six percent of undergraduates receive financial aid, and thirty-one percent of the undergraduate new students are Pell Grant recipients.

Dominican's annual gross operating revenues have grown to approximately \$50 million in 2009. The level of fundraising also has increased dramatically, including approximately \$60 million donated to renovate more than half of the buildings on campus, including a new science center, a state-of-the-art recreation center, apartment-style residence halls and renovation of the 120-year-old Edgehill mansion.

For the past seven years, *U.S. News & World Report* named Dominican in the top tier of master's institutions in the West. For the past three years, Dominican has been named to the President's Higher Education Community Service Honor Roll, the highest federal recognition a university can achieve for its commitment to civic engagement. Last year, Dominican received a 10-year accreditation from the Western Association of Schools and Colleges (WASC), the longest extension possible.

In a *San Francisco Chronicle* story in 2000 about the growth of Dominican, Patrick Callan, President of the National Center for Public Policy in Higher Education, said: "This is one of the more interesting and impressive renewal and resurgence stories of a University."

Academics

Dominican's focus on interdisciplinary studies provides a challenging academic environment. Dominican's First Year Experience, which revolves around the study of Big History (evolutionary epic), is at the leading edge of the few U.S. colleges and universities with a common undergraduate freshman experience. In the sciences, the University excels at involving undergraduates in sophisticated research projects that enable students to present at national academic conferences and publish alongside their faculty mentors in peer-reviewed journals. In the humanities, students can combine dance and musical performance with the study of philosophy, literature, world cultures, and religion. Dominican also offers strong undergraduate and graduate professional programs in business, education, and nursing and graduate programs in counseling psychology and occupational therapy.

Majors offered at the undergraduate level include BA, BS, BFA, and BSN. Graduate level degree programs include MA, MS, MBA, MSED, MSN, and MSOT. The University also offers weekend and evening degree programs for working adults and a highly respected teaching certification program that graduates more than 100 students each year.

The University offers undergraduate and graduate degree programs through four schools: the School of Arts, Humanities, and Social Sciences, the School of Business and Leadership, the School of Education and Counseling Psychology, and the School of Health and Natural Sciences. This organizational structure positions Dominican for continued academic growth and an ongoing commitment to diversity, sustainability, and interdisciplinary education grounded in research and scholarship.

The School of Arts, Humanities, and Social Sciences

The School of Arts, Humanities and Social Sciences educates students for a productive life in a diverse and changing world by fostering the resilience, creativity, and critical faculties essential to civic responsibility and professional success. More distinctively, the School nurtures ethical and aesthetic sensibilities, a spirit of inclusivity, and the quest for personal meaning and sound character so long associated with the fruits of a liberal education. With 534 undergraduate and graduate students, the School includes the Department of Art, the Department of Communications, the Department of Literature and Languages, the Department of Humanities, the Department of Music and Performing Arts, the Department of Political Science and International Studies, and the Department of Psychology. Undergraduate degree programs include graphic art, studio art, art history, communications and media studies, English, history, humanities and cultural studies, interdisciplinary studies, music, political science, psychology, religion, women and gender studies, and a BFA in Dance offered in association with Alonzo King's LINES Ballet. The school also offers an MS in humanities and BA degrees in English, Psychology, and humanities and cultural studies for reentry students.

The School of Business and Leadership

The mission of the School of Business and Leadership is to educate its students to the very highest academic standards while developing a global orientation, an entrepreneurial attitude, a commitment to sustainability, and a strong sense of ethics and social responsibility. The School seeks to be a globally recognized leader in business education that incorporates the Dominican ideals of study, reflection, community, and service in support of social justice. The School enrolls 397 students, including 153 graduate students. Educational programs include a BA in business administration, an MBA in global management, an MBA in strategic leadership, and an MBA in sustainable enterprise, the GreenMBA[®], which is the first program of its kind in the US. The School also offers a BA in management for reentry students. Other programs include undergraduate minors in business administration, leadership studies, and sports management, as well as a certificate program in information technology in collaboration with SUPINFO, France.

The School of Education and Counseling Psychology

With 320 students, the School of Education and Counseling Psychology offers programs at both the undergraduate and graduate levels. The blended Liberal Studies/Teacher Education Program is designed for students who want to complete a program of study that leads to both an undergraduate degree and a multiple subject teaching credential in four years. At the graduate level, students may earn a multiple subject, single subject, education specialist mild/moderate credential, and/or an MS in education. The School also offers a master's degree in Counseling Psychology.

The School of Health and Natural Sciences

The School of Health and Natural Sciences, with 913 undergraduate and graduate students, includes the Department of Nursing, the Department of Natural Sciences and Mathematics, and the Department of Occupational Therapy. The School offers the following programs:

undergraduate and graduate degrees in biology, including an MS in biological sciences offered in association with the Buck Institute for Age Research; a five-year program leading to the BS in health science and an MS in occupational therapy (MSOT) and a MSOT degree for students entering at the graduate level; and undergraduate and graduate degrees in nursing.

Special Programs

Dominican offers the Honors Program for especially talented and highly motivated students who want to create a challenging academic experience for themselves. Honors students may expand their work in a course by doing a special project, explore a topic through Honors Seminars, or pursue independent study and research under the guidance of a faculty advisor.

Each year a Dominican student is selected to participate in the Panetta Institute's Congressional Internship Program, spending the fall semester working in Washington, D.C.

In 2006, the U.S. Commercial Service (USCS) of the U.S. Department of Commerce relocated its North Bay U.S. Export Assistance Center to Dominican. Students are gaining hands-on experience in international trade by working with the USCS and its clients.

In 2007, the U.S. Environmental Protection Agency (EPA) relocated its Environmental Finance Center Region 9 (EFC9) to Dominican. Through EFC9's projects, GreenMBA[®] students gain hands-on experience in helping small and medium enterprises design environmentally sustainable business practices and in helping local governments develop climate change action plans.

International opportunities are offered through Dominican's Office of Internationalization and Global Education and its Study Abroad Program. At the same time, the ELS Language Centers program located on the Dominican campus is a world-class resource. The program brings international students to campus for intensive English instruction, while creating a lively global influence among the student body.

Research and Scholarship

With a student/faculty ratio of 11:1 and an average class size of 16 students, Dominican encourages the faculty to maintain strong academic standards and a close personal relationship with students. The Honors Program provides special enrichment opportunities for academically superior students. Each year, student work is exhibited during the weeklong Academic Showcase. The Dominican Academic Scholars program was created several years ago to honor students who have demonstrated high academic achievement in scholarship, research, or creative activity.

Supporting undergraduate research has been a priority at Dominican since the institution achieved university status in 2000. Through undergraduate research, students can practice what they have learned in the classroom while working with an expert in their field. In 2007, Dominican hosted the National Conference on Undergraduate Research (NCUR), which was attended by more than 2,000 students and faculty mentors and served to underscore Dominican's

commitment to undergraduate research and scholarship. Attendance at the NCUR has become an annual event, growing from eight Dominican students accepted to present papers by 2002 to 60 Dominican students accepted in 2010. These students represented a wide variety of departments, including art history, biology, business administration, dance, English, humanities, interdisciplinary studies, political science, and religion. This past year, Dominican students earned an impressive 100 percent acceptance rate to NCUR, compared with the national norm of 80 percent.

Athletics and Facilities

Athletics

In the past decade, Dominican's stature in intercollegiate athletics has grown enormously. Dominican's athletics program recently transitioned from NAIA to NCAA Division II status in the Pacific West Conference and, for the second consecutive year, received the PacWest Academic Achievement Award.

The NCAA's commitment to athletics, academics, and their core values is in line with Dominican's. The move to NCAA competition reflects the growth in this University and an integration of our athletics program and its values into the true mission of Dominican. The University recruits outstanding athletes in men's and women's basketball, men's and women's soccer, men's and women's golf, women's volleyball, softball, women's tennis and men's lacrosse. Dominican added men's and women's cross-country during the 2010/11 season.

In 2000, the University opened the Conlan Recreation Center, a state-of-the-art facility that includes two full-sized basketball courts, a six lane swimming pool, a fitness center, and exercise facilities. All home basketball games are broadcast worldwide on the University's internet-based radio station.

Facilities

Dominican's campus inspires all who visit, including Ansel Adams, who served as Dominican's photographer more than 55 years ago. Graceful old buildings blend beautifully with their state-of-the-art contemporaries. Heritage Oaks and towering pine trees provide shade for the flower-lined pathways and expansive lawns. The campus sits on 80 acres with picturesque views of Mount Tamalpais, Marin's "sleeping princess."

The University's facilities include:

- Angelico Hall. Built in 1922, this four-story building contains classrooms, offices, practice rooms, and the 850-seat concert hall.
- Guzman Hall. Built in 1930, Guzman houses the President's offices and the ornate Guzman Lecture Hall, which served as the campus library until the mid-1960s. On the exterior, each face of the building features a hand-carved relief of a shield or angel.
- Archbishop Alemany Library. When it opened in 1964, the building was one of seven libraries to be awarded for architectural excellence in the 1964 American Institute of Architects Library Building Awards Program. Today, the library houses 100,000 volumes,

subscribes to 375 journals and newspapers in print, and provides online access to over 30,000 journals and ebooks through subscription databases and open access archives.

- The Science Center. Opened in 2007, the two-story, 35,000 square foot building contains more than 30 classrooms and labs, including teaching, biology, chemistry, and computer technology labs for faculty and student use.
- Magnolia House. Built in 1918, this magnificent Colonial mansion today houses the Admissions Office and executive meeting spaces surrounded by lawns, English gardens, and mature landscaping.
- Dominican Heritage and Alumni House (The Edgehill Mansion). Built sometime before 1882, Edgehill served as a residence hall for many generations of Dominican students. Edgehill was closed because of seismic problems in the 1990s. In June 2009, renovation began to transform Edgehill into the Dominican Heritage and Alumni House. Reopened in October 2010, the mansion is the home of the University's worship spaces and serves as a distinctive space in which to celebrate the University's rich history and Dominican heritage.
- The Conlan Center. In 2000, Dominican opened the doors to the newly completed recreation center named in honor of the fifth president of the University, Sister Samuel Conlan, O.P. The Conlan Recreation Center houses regulation basketball and volleyball courts, a fitness center, a multipurpose room (great for aerobic, self-defense, and yoga classes), and a swimming pool.
- Pennafort Hall. Built in 1958, Pennafort Hall is the only all-freshman residence hall on campus. Today, besides housing roughly 200 freshmen, Pennafort is the location for the ELS Language Centers.
- Meadowlands Hall. Built in 1888, Meadowlands served as the summer home for Michael de Young and his family. The de Young's are the founders of the San Francisco Chronicle and the de Young Museum in San Francisco. In 1918, the Dominican Sisters purchased the hall, which now houses up to 85 students from all classes: freshmen, sophomores, juniors, and seniors.
- Fanjeaux Hall. Built in 1927, the gray stone hall with a peaked roof and ivy-covered towers accommodates approximately 100 undergraduate students and the University Bookstore.
- Edgehill Village. Completed in 2002, the cedar-shingled, apartment-style buildings were constructed to provide more privacy for students. Each of the six complexes includes eight resident suites and each resident suite houses four students. The complex houses roughly 200 students and is popular among upperclassmen.

Marin County

San Francisco is a 20-minute drive—across the Golden Gate Bridge—to San Rafael, Marin's oldest and most central city.

Marin's climate is mild, allowing for year-round enjoyment of the area's beautiful outdoors. Rolling hillsides, miles of beaches, and pastoral rural areas also make it one of the country's most attractive areas. San Rafael is Marin's governmental, business, and cultural center. Nearby are the waterside towns of Tiburon, Sausalito, and Belvedere, and the old towns of Ross and San Anselmo.

Only two hours from the Carmel and Monterey Peninsula and a three-hour drive to the Sierras, San Rafael makes a central base for day trips to the Napa/Sonoma wine country, the Point Reyes National Seashore, and Muir Woods. San Rafael also offers a multitude of cultural opportunities and exceptional restaurants. The nearby Frank Lloyd Wright-designed Civic Center offers numerous musical and theatrical performances, including performances by Marin Symphony and Marin Ballet and frequent guest appearances by national and international orchestras and entertainers. The Buck Institute for Age Research, located in a towering structure designed by I.M. Pei, is located only 8 miles away in Novato. Marin's public schools are some of the best in the state. Other institutions of higher education in the North San Francisco Bay include College of Marin (a community college), Sonoma State University, and Santa Rosa Junior College. Notable institutions in the Greater Bay Area include: Stanford University, UC Berkeley, and the University of California, San Francisco.

Challenges and Opportunities

Important challenges and opportunities await the next Dean of the School of Health and Natural Sciences. Reporting directly to the Executive Vice President and Chief Academic Officer, the Dean will lead his/her school at a pivotal time of transition and organizational development. The new Dean will assume the following responsibilities (with approximate percentage time involvement indicated):

- Fundraising and community and donor relations (25%)
- Planning, budgeting, and resource management (20%)
- Faculty and staff management (20%)
- Academic program development and management (15%)
- Participation in university-wide service (10%)
- Personal scholarship and professional development (5%)
- Working with students (5%)

The new Dean will be expected to succeed in the following areas:

- Provide visionary leadership for the School and engage the School community in driving the School's Strategic Academic Plan consistent with the Strategic Institutional Plan of the University.
- Champion the distinctive academic qualities of the School, build a wide network of beneficial connections on behalf of the School, and improve the School's visibility and reputation in the community, the region, and the nation.
- Foster a culture of entrepreneurship that leads to the development of new programs and revenue streams, as well as a culture of accountability that institutionalizes assessment and continuous improvement within the School's culture.
- Lead fundraising efforts and strengthen key relationships with alumni and friends in support of the School's mission, vision, and strategic initiatives.
- Recruit, retain, and build a high-performance, outstanding, and diverse faculty and staff.
- Create a strong sense of ownership, transparency, and shared governance within the School.
- Achieve a sustainable organization that appropriately balances academic, intellectual, and fiscal considerations.

Qualifications

Dominican University of California seeks Deans with a proven record as a visionary, collaborative, and entrepreneurial academic leader. The ideal candidate will have experience leading a school or department through a time of significant evolution and growth. The key desired traits are as follows:

Academic Leadership

- Experience in successfully leading a department or school in securing initial accreditation or reaffirmation of accreditation in Nursing, Occupational Therapy, and allied disciplines in the health and natural sciences.
- A genuine interest in the delivery of innovative, value-added education and memorable student experiences.
- A record of recruiting and supporting academically and professionally qualified faculty.
- A personal record of research, scholarship, and creative activity that enables him or her to become an effective role model for his or her colleagues.
- Fiscal and budget experience that combines both an understanding of finance and the realities of complex budget constraints. Experience with a university implementing responsibility center management, responsibility based budgeting, revenue center management, or a similar system of decentralized financial management will be a plus.

Visionary Leadership

- A thorough understanding of the goals and values of a comprehensive liberal arts education in the 21st century and how it supports and intersects with professional preparation.
- A thoughtful leader who is informed about the issues and trends in independent higher education.
- A keen analytic mind and the entrepreneurial drive to identify quickly and creatively opportunities for advancement of the School.

Engagement

- A managerial style that inspires confidence and has courage to make difficult choices in an environment with multiple, competing demands.
- Excellent communications skills and the drive and vitality to promote and advance the institution, as well as the ability to energize and inspire faculty, parents, students, staff, advisory council members, benefactors, and alumni.
- The ability to inspire trust and build relationships with integrity across the full range of community constituents.
- A respect for the Dominican values of study, reflection, community, and service.

Entrepreneurship and Financial Development

- A track record of success in the identification, development, and delivery of revenue-generating programs.
- An established record in fundraising.
- Establishment of beneficial partnerships with other educational institutions, corporations, and organizations, here and abroad.

Contact

Nominations, inquiries, and expression for interest should be forwarded by _____ and in confidence to:

For more information, please feel free to contact: