

## **Internal Call to Members of the Faculty of Engineering for Nominations and Applications for the Position of Associate Dean, Professional Programs**

Position # 002664ADM60-2026-ENG

The University of Windsor's Faculty of Engineering invites applications for the position of Associate Dean, Professional Programs for a term of five years, commencing July 1, 2026, according to Senate Bylaw 8. The candidate must hold a tenured position at the rank of Associate Professor (or higher) or be a Learning Specialist, AAS Level III (or higher) with permanence, in the Faculty of Engineering at the University of Windsor.

This hire aligns with the University of Windsor strategic plan, [Aspire: Together for Tomorrow](#), ratified Spring 2023. The University embraces a people-first philosophy grounded in a culture of academic excellence and deep belonging. Among key strategic priorities are advancing the journey towards truth and reconciliation; building a [just, equitable, diverse, and inclusive university](#); ensuring a high-quality teaching, learning, and student experience; engaging in impactful research, scholarship, and creative activity; fostering a safe, welcoming, and sustainable campus; and engaging in local and global partnerships.

In pursuit of the University's commitment to employment equity, members from the designated groups including women, Indigenous Peoples (First Nations, Métis, Inuit), racialized persons/visible minorities, persons with disabilities, and persons of a minority sexual orientation and/or gender identity **are encouraged to apply and to self-identify**.

For an accommodation for any part of the application and hiring process, please notify the **Faculty Recruitment Coordinator** ([recruit@uwindsor.ca](mailto:recruit@uwindsor.ca)). Should you require further information on accommodation, please visit the website of the Office of Human Rights, Conflict Resolution and Mediation (<http://www.uwindsor.ca/ohrcrm>).

Our campus is situated on the traditional territory of the Three Fires Confederacy of First Nations: the Ojibwa, the Odawa, and the Potawatomi. We are making steady progress on the [Indigenization](#) of academic programming, an Indigenous Strategic plan, and a cohort hire of Indigenous faculty in 2018-19 followed by additional hiring.

### **Position details**

The Faculty of Engineering is a departmentalized faculty with 3 academic departments (AAUs). There are approximately 150 full-time and part-time academic and support staff. Current enrolments are approximately 1300 at the undergraduate level and 900 at the graduate level. The Faculty offers 5 accredited undergraduate programs (plus parallel co-op/internship streams), a new undergraduate program in Mechatronics System Engineering, and a BEng Tech program. It also offers 12 master's programs, including various MEng programs, and 6 Ph.D. programs. The Faculty has an annual operating budget of approximately \$14 million plus research income.

The Associate Dean, Professional Programs, is an integral member of the Faculty's academic management team. The incumbent can serve as Acting Dean in the Dean's absence and will work closely with the Dean, other Associate Deans, and Heads of Departments. The incumbent will also work with the Offices of the Provost, Associate Vice-President Strategic Enrollment, Registrar, Faculty of Graduate Studies, international student advisors, international student recruiters, and student organizations such as the Graduate Student Society.

The incumbent's responsibilities include all matters pertaining to professional programs, including, but not limited to, MEng, MEng Auto, MEM, MMCE, and BEng Tech programs. These responsibilities include the following:

- a) helping to prepare marketing material for the programs,
- b) assisting international recruiters and agents and answering their questions in a timely manner,
- c) facilitating pathways from other academic institutions,
- d) managing flow-through of students in the program, including coordination with the Heads on the number of courses and sections required each term,
- e) identifying and supporting students at risk in the programs,
- f) creating extracurricular activities to enhance the student experience,
- g) academic advising for the MEng and MEng Auto students,
- h) evaluating the overall quality of the programs, and
- i) attending convocation.

In addition, the Associate Dean, Professional Programs will assist departments in developing curriculum revision/modernization of the professional programs and alignment with the needs of industry. They will also be committed to the success of our students by promoting excellence in teaching, facilitating industry connections, and supporting student preparation for entry into the workforce.

They will, as required, represent the Faculty and the Dean on committees internal and external to the Faculty and undertake other tasks and special assignments essential to the smooth functioning of the Faculty. Applicants must possess a graduate degree in Engineering and hold a tenured/permanent appointment in the Faculty. The incumbent must be a Professional Engineer in Ontario. They must be committed to the principles of Equity, Diversity, and Inclusion, and Indigenization and Decolonization. University administration experience would be considered an asset.

**Compensation:**

Administrative Responsibility stipend: \$20,000/year. Please refer to the [Policy for Remuneration for Associate Deans](#).

**Application Requirements**

- a letter of application;
- a curriculum vitae (E-CV);
- a vision statement outlining the plan for their tenure as Associate Dean, Professional Programs (2-page limit);
- a one-page statement of commitment to Equity, Diversity, Inclusion, Decolonization and Indigenization;
- a teaching dossier or portfolio demonstrating potential for or evidence of teaching effectiveness and excellence that will include sample course syllabi/outlines, teaching evaluations, and a statement of teaching philosophy and interests (resources and templates for completing a teaching dossier can be found at <https://www.uwindsor.ca/ctl/502/teaching-dossiers>); and
- three (3) contacts for references with at least one being external to the University of Windsor. These referees will be contacted only for shortlisted candidates.

The short-listed candidates may be invited to provide further information in support of their applications. To ensure full consideration, complete an **online application** (<http://www.uwindsor.ca/facultypositions>) found on the job advertisement by **February 27, 2026**. Applications may be considered after the deadline date; however, acceptance of late submissions is at the discretion of the appointments committee.

All qualified candidates **are encouraged to apply**. Canadians and permanent residents will be given priority. This position is subject to final budgetary approval.

**Any questions may be sent to:**

**Dr. Bill Van Heyst, Dean**

**Chair, Associate Dean, Professional Programs Search Committee**

**Office of the Dean, Faculty of Engineering, University of Windsor**

**Email: [deanengg@uwindsor.ca](mailto:deanengg@uwindsor.ca)**