

Internal Call to Members of the Odette School of Business for Nominations and Applications for the Position of Associate Dean, Academic

Position # 002668ADM60-2026-BUS

The University of Windsor's Odette School of Business invites applications for the position of Associate Dean, Academic, 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) in the Odette School of Business 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). 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

Reporting to the Dean of the Odette School of Business, the Associate Dean, Academic is responsible for the leadership and ongoing operations of all School activities related to faculty members and specific discipline areas within the school. The incumbent will work collaboratively and collegially with the decanal/executive team and is responsible for the development and implementation of processes to assist in faculty member development, for managing the obtention and maintenance of the School's accreditations such as AACSB, and for contributing to the obtention and maintenance of the discipline-based accreditations, such as CPA Ontario, and to the launch, development, implementation and refinement of the school's strategic plan. This will be accomplished by managing and/or consulting in the activities such as the following:

- Creating and/or facilitating the development of documentation required by various internal and external accrediting agencies, engaging others in the School as required to fulfill these needs;
- Participating in the initiation and coordination of a new strategic planning process, engaging with faculty, staff, and stakeholders to help define priorities and goals for the School's future;
- Participating in the development of initiatives to support the school strategy in conjunction with Area Chairs and Program Directors;
- Advancing the School's Equity, Diversity, Inclusion, and Indigenization (EDII) Strategy;
- Ensuring research strategies for the School, Areas, and faculty members are aligned with emerging strategic priorities;
- Initiating, administering, and/or coordinating academic policies, procedures, and processes affecting faculty members in collaboration with the Faculty Council;
- In consultation with the Dean, overseeing relevant processes for faculty complaints and grievances and their proper resolution;
- Initiating and ensuring delivery of faculty career development and advice-giving processes to both new and established faculty members;
- Ensuring that appropriate School guidelines for faculty research, teaching, and service performance are in place, overseeing the processes that engage the necessary input and approvals;
- Coordinating new faculty recruitment and appointment processes, when requested by the Dean, to ensure equitable, efficient, and effective practices;

- Partnering with the Associate Dean, Programs to initiate and coordinate new faculty orientations;
- Participating in course allocation;
- Chairing the Odette Research Committee;
- Reviewing (and adjudicating, if necessary) Odette faculty external research grant applications before submission to the Office of Research and Innovation, where appropriate;
- Promoting Odette research activities in the community to enhance visibility and impact;
- Assembling the Odette Research Report to showcase faculty research achievements;
- Representing the Dean and the School from time to time with various constituencies, especially with business leaders, alumni, and senior University Administrators;
- Representing the School with various University groups, liaising with university officials as requested by the Dean;
- Completing special projects and tasks as assigned by the Dean; and
- Attending meetings on behalf of the Dean, when appropriate.

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;
- a vision statement outlining the plan for their tenure as Associate Dean, Academic (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. Josianne Marsan, Dean, Odette School of Business

Email: odettedean@uwindsor.ca