

Date: March 2022

Classification & Title: Bioproducts and Biosystems Engineering Department Head with Faculty Rank

Position Opening ID: 346487

FLSA Status: Exempt, 100%

Term: Administrative appointment: 36 months (annually renewable thereafter); Faculty appointment: 9 months

Type: Tenure-track

Reports to: Dean

College/ Admin Unit: College of Food, Agricultural and Natural Resource Sciences

Campus Location: St. Paul, MN

COLLEGE OVERVIEW

The College of Food, Agricultural and Natural Resource Sciences (CFANS) comprises 13 academic departments, 10 research and outreach centers across Minnesota, plus the Minnesota Landscape Arboretum, the Bell Museum, and several interdisciplinary centers that span the college, the university, and the globe. CFANS offers 13 undergraduate majors and 13 graduate majors, 3 pre-major/pre-professional programs, and 23 minors for undergraduate students. Undergraduate enrollment in the college is about 2000 students. CFANS students are well prepared for a diverse, multicultural workforce through the college's emphasis on experiential, interdisciplinary, and intercultural learning, internships, and global perspectives. As part of a major R1 University, in FY21 CFANS sponsored grant awards totaled nearly \$72.5 million and CFANS recently completed the "Driven" funding campaign totaling a record \$309 million in gifts and private investments that support our research programs and student success. At the University level, CFANS is a key part of President Gabel's "MPACT 2025" strategic plan with one of the UM System-wide strategic goals (MNtersections) to "advance natural resources and agro-food systems to elevate human security and potentials." Our position in a comprehensive university enables collaborations across the Colleges of Science and Engineering, the College of Biological Sciences, the Carlson School of Management, and others, to leverage both our educational and research programs.

At CFANS, we aim to inspire minds, nourish people, and enhance the natural environment, and we believe that's only possible if everyone feels seen, heard and respected. Our college embraces equity and diversity and prioritizes purpose-driven scientific discovery in order for us to build a better tomorrow, together. We align with the University of Minnesota in providing equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.

DEPARTMENT OVERVIEW

The Department of Bioproducts and Biosystems Engineering (BBE), jointly affiliated with the University of Minnesota [College of Science and Engineering](#) and the [College of Food, Agricultural and Natural Resource Sciences](#). BBE integrates engineering, science, technology, and management for the sustainable use of renewable resources and the enhancement of the environment. Our internationally renowned faculty with science and engineering backgrounds address various complex challenges related to bioproducts and biosystems engineering and sustainable systems management. The Bachelor of Bioproducts and Biosystems Engineering (BBBE) is accredited by the Engineering Accreditation Commission of [ABET](#). A degree in Bioproducts and Biosystems Engineering prepares students to address society's growing material, food, and energy demands using renewable resources, and develop engineering solutions to protect and enhance our environment.

The bio-based revolution has changed how the world produces and consumes food, feed, fiber, materials, chemicals, fuel, and energy. Strategic research areas are Air Quality and Manure Management; Biomass Utilization and Conversion; Bioengineering, Biotechnology, Bioprocessing; Building Systems, Environmental Management and Sustainable Systems; Food, Land and Water Resources; Water Quality; Renewable Energy.

BBE is home to 2 outstanding undergraduate degree programs: Bioproducts and Biosystems Engineering, and Sustainable Systems Management. Students acquire skills to design and develop products, processes, and systems to meet growing demand for materials and energy while addressing environmental challenges. The curriculum features hands-on and experiential learning, including opportunities to conduct research with award-winning faculty.

Sustainable Systems Management (SSM) undergraduate degree program, awarded by the [College of Food, Agricultural and Natural Resource Sciences](#), prepares the students in using a comprehensive systems approach to advancing solutions for processes and products, commercial and industrial businesses, buildings, and energy systems that promote sustainability. Students gain the knowledge and skills to integrate the goals of economic growth and development in global markets while protecting public health and the environment.

The Bioproducts and Biosystems Science, Engineering and Management (BBSEM) Graduate Degree Program (M.S. and Ph.D.) provides a strong foundation in the basic sciences, engineering and management and their applications to the sustainable use of renewable resources and enhancement of the environment. Currently 43 students are enrolled in PhD or MS programs.

POSITION OVERVIEW

CFANS at the University of Minnesota invites qualified candidates to apply for the position of Department Head with Faculty Rank for the Department of Bioproducts and Biosystems Engineering (BBE). The Department Head reports to the dean of the College of Food, Agricultural and Natural Resource Sciences and collaborates with the dean of the College of Science and Engineering and the dean of Extension to

accomplish departmental goals and objectives and to deliver nationally and internationally recognized programs in teaching, research, and extension and outreach, including with the work of affiliated centers. The head is responsible for being a collaborative member of the Collegiate leadership team and to bring a solution-driven perspective to all collegiate and departmental strategies and goals.

The Department Head is the lead academic and strategic officer for a department who works to recruit, mentor, and retain outstanding faculty, graduate students, and academic staff in a set of related disciplines in addition to serving as the administrative leader of departmental programs. In collaboration with college support divisions, the department Head is responsible for planning, fiscal management, personnel, and facilities. The Head actively supports the securing of sufficient resources for the department to strengthen and broaden its mission, nurture cross-functional relations at the University, and advance its strong international reputation.

RESPONSIBILITIES

Department Leadership (75%)

Provide instructional oversight of the assigned programs and oversee curriculum development including resolving instructional issues with faculty members and encouraging/supporting instructional innovation and improvement.

- Assess general education outcomes in core courses taught within the department. Initiate and facilitate the development of new academic programs and projects, as appropriate.
- Assign the teaching responsibilities of department faculty in cooperation with the heads of departments in interdisciplinary programs where appropriate.
- Monitor the instructional and research excellence of the program(s) and address problems as they arise.
- In conjunction with College and University offices, facilitate and oversee processes related to recruitment, promotion, tenure, and sabbatical.
- Work with faculty and staff, college and university offices in strengthening and growing, vibrant BBE and SSM undergraduate programs.
- Provide coaching and mentoring for all faculty and teaching professionals in the program(s).
- Effectively integrate CFANS Research and Outreach Center resources in research, teaching and outreach efforts by department faculty.
- Partner with external constituencies, including alumni, industry, business partners, governments, and NGOs and the BBE Advisory Council to develop collaborative partnerships that advance our shared goals in talent development, research discovery, and outreach and extension.
- Serve as an advocate for the department's faculty to college leadership and the University community.
- Cultivate a feeling of energy, unity, and optimism in the department. Help faculty and staff understand how their work is connected to broader goals.
- Lead recruitment efforts, when resources are available, for replacement or net growth of faculty and specialized staff. The head is responsible for actively sponsoring diversity, inclusion and equity including ensuring department/unit and College goals are met.

- Keep the Dean informed of significant/recurrent issues and/or concerns that might put the reputation of the program(s) and/or the academic achievements of students at risk or adversely impact the work or learning environment.
- In conjunction with the Dean and the CFO, develop budget and resources plans related to staffing and infrastructure.
- Provide supervision and direction to staff in the department administrative offices.
- Provide leadership in the procurement of grant and endowment funding for support of departmental and faculty programs and assist with fundraising efforts within the context of the College and University.
- In conjunction with CFANS HR, coach and develop employees including immediately escalating concerns to HR and/or EO/AA in a timely manner and addressing misconduct or performance concerns in a timely manner.
- Respond to academic questions from students and resolve any academic issues, fulfilling Title IX mandated reporting obligations including escalating concerns to EO/AA and HR, as appropriate.

Faculty Responsibilities (20%):

- As discussed, and agreed upon with the Dean, teach an appropriate number of courses relevant to the size and scope of the department, typically the equivalent of one or two courses per year.
- Participate in research and scholarly activities within the discipline.
- Participate and assist department faculty in university and community service activities as appropriate.
- Build and maintain strong relationships with external stakeholders, employers, alums, and supporters.

Service Delivery and Professional Development (5%):

- Stay abreast of current developments in related fields, leadership, and relevant pedagogy by participating in continuing education and training opportunities related to university policy and best practices.
- Regularly and actively participate in department, College, and University events and meetings. Actively sponsor College and University initiatives.

Interpersonal Characteristics/Competencies

- Exceptional ethical and professional integrity
- Thoughtful, transparent, and collegial
- Collaborative within, and across, organizational boundaries
- Strong interpersonal skills with a high level of emotional intelligence
- Excellent verbal and written communication skills

REQUIRED QUALIFICATIONS:

- Ph.D. in an engineering or non-engineering field directly related to research and teaching activities within the department of Bioproducts and Biosystems Engineering and eligibility to successfully obtain tenure at the rank of full professor at the University of Minnesota.
- Commitment to strong disciplinary and interdisciplinary teaching and learning, research and discovery, and outreach and service. Proven record of support of successful undergraduate and graduate programs.
- Minimum of 8 years of professional experience after the completion of the doctoral degree.
- Minimum of 3 years of supervisory/leadership/administrative experience including personnel management and fiscal management.
- Record of excellence in teaching/research/discovery as well as engagement/outreach productivity.
- Proven record of achievement in leadership and the ability to develop and describe a vision in alignment with the organization's goals and policies.
- Record of publications in the field in peer-reviewed academic journals.
- Evidence of the ability to pursue and obtain competitive funding.
- Experience with formal classroom teaching or Extension/outreach teaching.
- Demonstrated commitment to advancing and promoting diversity, equity, and inclusion among faculty, staff, and students.

PREFERRED QUALIFICATIONS:

- Demonstrated ability to operate strategically to effectively promote and market the unique academic programs offered at BBE for increased student enrollment and partnerships in the college, university, and community.
- Evidence of the ability to communicate effectively to a spectrum of audiences.
- A record of implementing innovative and inclusive teaching and pedagogy via digital platforms.
- Evidence of effectively mentoring students and/or staff with diverse identities and experiences.
- Demonstrated skill in fostering linkages with other disciplines and building program partnerships.
- A record of forming positive relationships with varied internal and external stakeholders.

Nature of Appointment:

The academic and administrative appointment will be on a 12-month basis as Head and tenured faculty position as full professor. The initial administrative appointment is for 3 years with annual performance reviews. Subsequent annual reappointment is dependent on performance and the outcome of administrative reviews conducted every 3 to 5 years. Salary is commensurate with experience and achievement and carries an administrative salary augmentation. Any offer of employment is contingent upon the successful completion of a background check. Our presumption is that prospective employees are eligible to work here. Criminal convictions do not automatically disqualify finalists from employment.

A successful candidate will possess strong potential to develop these leadership competencies:

- **Operate Strategically:** Approaches departmental activities with a big-picture, long-term view; works collaboratively with faculty, staff and other stakeholders to set vision and direction and aligns resources with priorities.
- **Demonstrate Academic Leadership:** Displays academic credibility and sound intellectual leadership; exhibits understanding of the leadership needs of the department; interfaces with internal and external stakeholders to act on issues important to the department.
- **Engage Faculty and Staff:** Hires and develops a diverse workforce needed to support critical goals and priorities. Sustains and retains high performance individuals and teams.
- **Demonstrate Organizational Savvy:** Understands the context of issues and dilemmas; is attuned to external and institutional politics; skillfully navigates University cultures with an ability to positively influence organizational culture.
- **Equity, Diversity & Inclusion:** Champions diversity and equity goals, values, and practices; creates an inclusive and accessible work environment by finding solutions to systemic barriers; understands how their own values and assumptions about equity, diversity, and inclusion influence decision-making.
- **Drive Results:** Creates a culture of innovation, accountability, high quality, and service; encourages the exploration of new approaches and ensures that details are used to monitor progress towards goals.
- **Collaboration:** Effectively builds consensus, valuing diversity and inclusion, influencing others, and problem-solving. Creates an environment for open dialogue that values different perspectives and respectful debate.
- **Accountability:** Sets high standards for themselves and their team; fosters a strong culture of accountability for themselves and others including following through on commitments and openness to feedback.

SALARY/BENEFITS:

Salary is competitive and commensurate with experience and qualifications. This is a 100%-time, 12-month annually renewable administrative appointment, with an initial appointment period of 3 years, and a 9-month tenured faculty position as a Professor in the Department. Reappointment is contingent upon a comprehensive administrative review and evaluation. The position is available immediately. Salary is negotiable and carries an administrative augmentation. The Department Head is responsible administratively to the Dean of the College of Food, Agricultural and Natural Resource Sciences, and is a member of the College's leadership council.

The University of Minnesota offers a **comprehensive benefits package** including:

- Competitive wages, paid holidays
- Low-cost medical, dental, and pharmacy plans
- Health care and dependent daycare flexible spending accounts
- Excellent retirement plans with generous employer contribution and immediate vesting
- Employer-paid disability and life insurance

- Wellbeing program with reduced insurance premiums
- Tuition reimbursement opportunities covering 75% of eligible tuition
- Opportunities for sabbaticals and other professional leaves
- Opportunities for growth and promotion
- Employee Assistance Program

For more information regarding benefits: [Summary of Benefits](#).

HOW TO APPLY:

Applications must be submitted online: <http://employment.umn.edu/> (search for Position #346487). Candidates should include all of the required application materials combined into one single PDF document. Incomplete applications will not be considered.

Required application materials:

- Cover Letter
- Curriculum Vitae
- Statement of leadership philosophy and experience
- Diversity Statement (please see below*)
- Names, addresses and email contact information for three (3) professional references that will be contacted if you are deemed a final candidate.

For questions regarding this position, please contact Kate Niederer, HR Consultant @ kniedere@umn.edu
For best consideration, please apply by Monday, April 11, 2022.

***Instructions for Diversity Statement** (include with application materials)

Applicants are required to submit a diversity statement for this position. CFANS values and is actively invested in diversity, equity, and inclusion (DEI) throughout all of our academic programs. Please review the CFANS [definition of diversity](#) and the [DEI strategic plan](#) for the college.

Please, provide a diversity statement that details your professional experiences in DEI. Experiences may include:

- Working with diverse communities or local organizations
- Embedding diversity, equity, and inclusion into the curriculum
- Embedding diversity, equity, and inclusion into your research
- Your own educational experiences, such as courses or workshops you have participated in and how you anticipate incorporating what you have learned in your future work