



## Associate Dean of the College of Business

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### **POSITION INFORMATION AND QUALIFICATIONS**

Minnesota State University, Mankato, a leading university with a growing international reputation for breakthrough applied research, invites applications and nominations for the position of Associate Dean of the College of Business. The University seeks an exceptional individual who will assist the Dean with the vision, leadership, and daily management of the College of Business with specific responsibilities in leading AACSB accreditation, assurance of learning processes, hiring and retention of faculty and staff, personnel management and faculty development, academic and curriculum management, transfer and academic partnerships, and interpretation and implementation of university policies/procedures.

Minnesota State Mankato's culture merges big ideas with real-world thinking to nurture innovation and creative thought. Minnesota State Mankato is a thriving institution with highly regarded academic programs, a long history of a strong student-focused culture, and a record of commitment to its community and region. The Associate Dean will be a key leader in helping Minnesota State Mankato sustain and further strengthen programs and services for its students and the wider community.

### **EQUITY 2030 AND THE MINNESOTA STATE SYSTEM**

Minnesota State Mankato is the largest institution within the Minnesota State System which includes 7 four-year institutions and 26 two-year colleges. The Minnesota State System has established a critical goal, [Equity 2030](#), which aims to eliminate the educational equity gaps across race and ethnicity, socioeconomic status, and geographic location by the end of the decade at every Minnesota State college and university. The focus of the work of Equity 2030 includes:

- Enhancing access and student success
- Providing Minnesota with the talent it needs
- Anchoring the communities and regions served

### **BACKGROUND AND CAMPUS OVERVIEW**

Since its founding in 1868 as Mankato Normal School, the school has focused on educating tomorrow's leaders to apply big ideas and real-world thinking to solve problems. For more than 150 years, the people of Minnesota State Mankato have been pairing bold aspirations with practical applications that have the power to change the world. The University's environment of big ideas coupled with real-world thinking transforms the typical college experience into one that is more meaningful and more connected to the rest of the world.

Today, more than 14,000 students, including more than 1,300 international students from more than 90 countries, attend Minnesota State Mankato, making it the second largest university in Minnesota. The nearly 1,600 faculty and staff, including more than 700 teaching faculty, are distinguished by their dedication and loyalty to the institution's mission and their students.

The University's academic quality is recognized through its accreditation by the Higher Learning Commission. More than

90 academic programs also hold specialized accreditation, certification and or recognition from 25 different recognized accrediting agencies; six non-academic programs also hold specialized accreditation, certification or recognition.

Minnesota State Mankato has an annual budget of \$240 million and its endowment is over \$70 million. Minnesota State Mankato [generates an annual economic impact](#) of over \$827 million. Alumni and friends in 2022 supported students and the University in significant, record-breaking fashion, allowing the University's Foundation to provide more than \$2.3 million in scholarships and emergency grants, a Foundation record for support and a 43 percent increase from 2018. Faculty and staff are represented by collective bargaining units and all negotiations occur at the state level, either through the Minnesota State System Office or through the Minnesota Management and Budget Employee Relations Division.

We also take the opportunity to recognize that we live, work, and learn in the homeland of the Dakota people, whose language frames our name—Minnesota State University, Mankato.

## **MISSION, VALUES AND VISION**

### **Mission:**

Minnesota State University, Mankato promotes learning through effective undergraduate and graduate teaching, scholarship, and research in service to the state, the region, and the global community.

### **Vision:**

Minnesota State Mankato will be known as a university where people expect to go further than they thought possible by combining knowledge and the passion to achieve great things.

Our foundation for this vision is our heritage of both dedicated teaching and the direct application of knowledge to improve a diverse community and world. We will achieve it by actively nurturing the passion within students, faculty, and staff to push beyond possibility on the way to realizing dreams.

### **Core Values:**

Minnesota State University, Mankato is an innovative, student-centered learning community that values:

- Integrity and respect in the way we conduct ourselves
- Diversity in who we are and what we do
- Access to our programs and services that create opportunities for all to pursue their dreams
- Responsibility to those we serve by providing an education that inspires solutions to society's challenges
- Excellence in our academic and non-academic pursuits

## **LEADERSHIP**

### **Edward Inch, President**

Dr. Edward S. Inch is the 13th President of Minnesota State University, Mankato. He assumed the presidency July 1, 2021, and brought with him strategic leadership and an understanding of the importance of working in a collaborative, transparent and authentic manner to build a shared vision.

President Inch sees the University as playing an instrumental role in the lives of its students and region. Dr. Inch brings to Minnesota State Mankato 36 years of distinguished university leadership experience. Before coming to Mankato, Dr. Inch served as the Provost and Vice President for Academic Affairs at California State University, East Bay. Prior to Cal State East Bay, Dr. Inch served as the Dean of the College of Arts and Letters at California State University, Sacramento; Provost and Vice President for Academic Affairs at Capital University in Columbus, Ohio; and Dean of the School of Arts and Communication at Pacific Lutheran University in Tacoma, Washington. Dr. Inch began his academic career as a lecturer at Western Washington University before becoming an assistant professor in the Department of Communication and Theatre at Pacific Lutheran University.

In addition to his cabinet-level and dean work, Dr. Inch was an American Council on Education Fellow hosted by California State University, Sacramento. While at Pacific Lutheran University, he served as an accreditor for the Northwest Commission on Colleges and Universities. He also earned the Washington State Bar Association's certificate in Alternative Dispute Resolution and Norway's Nansen Academy's certificate in International Peacebuilding. He worked with the Academy's international initiatives and programs focused on mediation and conflict management in the Balkans.

Throughout his career, Dr. Inch's top priorities have been improving student outcomes and access, ensuring instructional capacity and proactive learning support services. Providing a strong, student-centered and inclusive learning environment is at the heart of these efforts. Dr. Inch has worked to enhance student/faculty research and creative projects, provide greater access to internships and service-learning projects, develop an innovation and entrepreneurship hub and restructure teaching loads to allow for more and better faculty scholarship.

### **David Hood, Provost and Senior Vice President for Academic Affairs**

On July 1, 2022, David Hood started as Provost and Senior Vice President for Academic Affairs at Minnesota State University, Mankato. Dr. Hood was previously an associate provost for undergraduate education and founding dean, University College at Montclair State University, a position he held since August 2018. During his career, Hood has focused on student learning and key performance indicators centered on student success outcomes. At Montclair State, Dr. Hood was successful in opening and launching the University College at Montclair State University.

In addition, Dr. Hood oversaw the development of Montclair State's Advising 2025 Strategic Plan and was responsible for creating and implementing policies and initiatives that have contributed to undergraduate students' ability to successfully navigate university study and decrease their time to degree attainment.

Before his position at Montclair State, Hood served at North Carolina Central University, where he provided leadership for five years as associate Dean and nearly three years as Dean of University College. Additionally, Dr. Hood has held administrative and/or faculty appointments at Central Michigan University, Virginia Union University, Elizabeth City State University, Tennessee State University, and J.F. Drake Technical College.

### **ACADEMICS**

Minnesota State University, Mankato offers over 130 undergraduate programs of study, including 13 pre-professional programs, and over 80 graduate programs, including master's, specialist, and doctoral programs. Some programs are also offered online or through various [University Extended Education](#) venues, including the facility at 7700 France in Edina and as well as through completion programs at our 2-year community college partner locations. Excellence across the curriculum is a Minnesota State Mankato hallmark. Each of the University's academic colleges have achieved distinction, and students access comprehensive academic support services to excel in and out of the classroom. The University is comprised of six Colleges: [Allied Health and Nursing](#), [Business](#), [Education](#), [Humanities and Social Sciences](#), and [Science, Engineering & Technology](#).

A significant portion of Minnesota State Mankato's Academic Affairs also includes comprehensive support services for students, faculty, and staff including the federally funded TRIO Student Support Services program; the Kearney International Center; the Center for Excellence in Scholarship and Research; the Center for Excellence in Teaching and Learning; and the Strategic Partnerships Center.

## COLLEGE OF BUSINESS

The College of Business comprises 2,200 students, 50 full-time faculty, and 13 staff, has been accredited by AACSB International (the Association to Advance Collegiate Schools of Business) since 1997, and offers high-demand undergraduate and graduate programs. The undergraduate programs include Accounting, Finance, Management, International Business, and Marketing. The graduate programs include a longstanding MBA program and a Master of Accounting (MAcc) program delivered at both the Mankato and Edina locations. The College collaborates with other programs throughout campus and is engaged in partnership with industry and international programs. The vision of the College of Business is to be a center of excellence where leaders, scholars, and students collaborate to find business solutions to global problems through education and research. Much of the curriculum is situated around experience-based and technologically enhanced initiatives. The College has over 21,000 alumni, and its mentoring and partnership projects aim to bring together students, alumni, and industry.

Minnesota State Mankato's College of Business opens the door to an abundance of possible career paths. Students gain experience in all focus areas through the shared business curriculum, which integrates pieces of each major. [Click here for a full list of the College's academic programs.](#)

The [Accounting Program](#) is recognized for its excellence throughout Minnesota and the United States. Graduates of the Accounting Program consistently exceed the national average first-time pass rate on the uniform CPA examination. The Accounting major is a professional program designed to prepare the student for work in one or more of three areas: public, industrial or governmental, and not-for-profit accounting. Programs include a Master of Accounting (MAcc) Online, Certificate in Taxation, Bachelor of Science in Accounting, and Minor in Accounting.

The [AgriBusiness & Food Innovation Program](#) opens doors to careers in one of the nation's largest industries. The AFI program develops students' innovation skills within the agriculture and food industries as well as knowledge of the business creation process. New in 2021-2022 is the Bachelor of Science in AgriBusiness & Food Innovation. Other programs include an AgriBusiness & Food Innovation Minor and Ag in Action, an outdoor educational event for students in grades 4-8.

The minor in [Business Administration](#) is geared toward non-business majors interested in a broad scope of business courses and skills. Coursework includes accounting, finance, marketing, management, and economics.

The [Business Law](#) program teaches the fundamental legal principles shaping the business world, including contracts, intellectual property, employment, and international law. The program is designed to provide students with the knowledge and skills needed to become effective leaders, entrepreneurs, and professionals who make legally-informed, ethical, and strategic decisions.

[Entrepreneurship & Innovation](#) supports students on their entrepreneurial journey. The minor is for any student from any discipline who wants to explore and implement ideas that create social, environmental, or economic value.

The Department of [Finance](#) offers a major which requires the student to select an area of emphasis and specialize in one or more of the following areas: General Finance, Financial Planning, or Quantitative Finance. Programs include a Bachelor of Science in Finance, a Certificate in Business Analytics, and a Minor in Financial Planning.

The [International Business Program](#) is comprised of faculty who have international experience and are specialists in international marketing, finance, management, exporting, and other specialties. Faculty members from the areas of political science, history, geography, and foreign languages contribute additional support. Programs include a Bachelor of Science in International Business and a Minor in International Business.

The Department of [Management and Entrepreneurship](#) offers a program of study with the aim of developing technical, analytical, and conceptual skills for future leaders of the private and public sectors. Programs include a Bachelor of Science in Management, a Bachelor of Science in AgriBusiness & Food Innovation, a Minor in Human Resources, and an Agribusiness and Food Innovation Minor.

The Department of [Marketing](#) offers a professional program in marketing that may be tailored to specific career interests. The department prepares students for marketing positions in retail management, industrial sales, promotion, marketing research, or marketing management and equips them with the comprehensive knowledge necessary to assume upper management positions in the marketing function. Both a major and a minor are offered.

The Minnesota State University Mankato [College of Business Advisory Council](#) exists to provide advice in developing the College's strategic plan, monitoring the implementation of plans, and assisting the College in connecting with the business community to achieve its goals. Members of the Advisory Council are professional men and women who share the commitment to the University, the College of Business faculty and students, and a willingness to invest their time, energy, and resources for the betterment of the University and College of Business.

The College of Business [Center for Innovation & Entrepreneurship](#)'s mission is to facilitate the launch of the next generation of entrepreneurs, innovators, and dynamic organizations through education, outreach, and research. The CIC's goals are to bring together existing innovation and entrepreneurship programs, such as the innovation & entrepreneurship minor, the Big Ideas Challenge, and student entrepreneurship organizations, to help nurture and expand academic and continuing innovation and entrepreneurship education, facilitate student and community innovation projects, mentor student business launches and development, and serve as a resource in elevating faculty innovation and research expertise. The CIC serves all students and faculty from any discipline as well as the regional community.

### **Real-World Experiences**

The College of Business at Minnesota State Mankato is committed to creating opportunities for its students to develop their own big ideas and to use [real-world thinking](#) to make those ideas possible. Our curriculum is designed to include hands-on application of the most forward-thinking content whenever possible. We've also created student clubs, activities, and events to enhance your educational experience.

Student Organizations include: Accounting Club, AgToday, Beta Alpha Psi, Beta Gamma Sigma, Business Analytics and Modelers Club, Council of Student Business Organizations (COSBO), Delta Sigma Pi, Maverick Entrepreneurship Club, Finance Club, Financial Planning Club, Her Campus, International Business Organization, International Students in the College of Business, Marketing Club, National Association of Black Accountants, Professional Sales Organization, Society for Human Resources Management, and the Student Center for Public Trust.

Other programs that are a part of the College of Business include:

- The [United Prairie Bank Integrated Business Experience \(IBE\)](#) allows students to combine a suite of required courses into a semester-long real-world entrepreneurial experience that gives them a head-start on their business careers.
- The [Maverick Student Investment Fund \(MSIF\)](#) gives students real-world experience in the field of finance. Students are a part of the MSIF Management Team in charge of investing over \$860,000 for the University Foundation.
- The [Henze Ag Innovators Program](#) is a select group of Minnesota State University, Mankato students interested in exploring agribusiness and food careers as well as developing leadership skills.
- The [Big Ideas Challenge](#) is a new venture competition that encourages and celebrates innovative business ideas.

- Students immerse themselves in the case and begin to understand the company's structure and how different aspects of diversity have a large impact in the business world. The [Diversity Case Competition](#) is a premier annual event at the Kelley School of Business at Indiana University.
- The College of Business recognizes the importance of the global marketplace and the benefits that can come from international experiences through it [Study Away and Abroad Opportunities](#).
- [Meet the Firms](#) is a premier accounting career fair for students at Minnesota State University, Mankato. This event features public accounting firms, private industry companies, and government agencies that recruit students seeking professional careers in accounting.
- At the beginning of both the fall and spring semesters, the College of Business hosts a relaxed and informal career-fair-style event called the [Student Engagement Fair](#) that will help students meet new people and learn more about what career may be right for them.
- The [Richard R. and Mary L. Schmitz Endowment](#) supports an annual lecture by industry experts in the category of food entrepreneurship.

## GRADUATE STUDIES

Minnesota State Mankato is one of the largest providers of graduate education in the state. Our reasonable tuition, outstanding faculty, and nationally recognized academic programs make Minnesota State Mankato one of the best educational values in the country. Our programs provide students an applied learning environment with emphasis on real-world situations, the opportunity to conduct cutting-edge research in state-of-the-art facilities, and personal attention that is the hallmark of quality graduate education.

## UNIVERSITY RESEARCH

Minnesota State Mankato faculty members are scholars on the leading edge of knowledge in their fields. They work together with undergraduate and graduate students in applying their knowledge to solve real-world problems. Faculty and students conduct research in state-of-the-art facilities, including a number of research centers. Faculty and students are also supported through the Undergraduate Research Center, Research and Sponsored Programs, Center for Excellence in Scholarship and Research, and the Institutional Review Board. Faculty can apply for internal Faculty Research Grants and have opportunities for recognition for their research, scholarly and creative work.

## ONLINE AND OFF-CAMPUS PROGRAMS

Minnesota State Mankato provides access to high-quality programs beyond traditional on-campus experiences to fit the needs of working professionals and busy adults who want to advance their careers, complete a degree, or build new skill sets. This includes delivery of off-campus, online education for 100 percent online bachelor's degree completion programs as well as undergraduate and graduate credits and continuing professional education units with the flexibility to learn anywhere. In addition to fully online programs, we have partnerships with our 2-year colleges to offer bachelor completion programs on site as well as at Mankato's Edina location.

The Edina facility, which is conveniently located within the Twin Cities area, is the University's most extensive off-campus location. The facility offers upper division undergraduate courses and graduate courses and programs.

Mankato's [Center for Workforce Professional Education](#) provides leadership-based programming, executive-level programs, workforce training, and opportunities to earn continuing education units (CEUs). Professional development subjects vary significantly to meet industry needs. Some examples include Human Resources, Leadership, Financial Planning, Manufacturing Technology, and Education. The Center for Workforce Professional Education also offers the Certified Financial Planner (CFP) program.

## LIBRARY SERVICES

Library Services provides strong support to the University's programs with 35+ staff; a collection of more than 1.3 million volumes, including access to hundreds of electronic databases and journals; 750,000+ e-books; and well-equipped modern facilities with state-of-the-art technologies. The Library is a destination of choice and registers an average of 2,000+ daily visits during the academic semester.

Led by the Dean of the Library & Learning, the Library strives to be an innovative and creative resource to fulfill the vision of the library as a learning commons and epicenter for intellectual inquiry for a comprehensive university in the 21st century. Library & Learning encompasses several student support services using an equity-minded, collaborative and innovative strategy, including three federally supported [TRIO programs](#), the [Center for Academic Success](#), University [Honors](#) and [Fellowship](#) programs, [Learning Communities](#), [MavPASS](#) supplemental instruction services, and the [Undergraduate Research Center](#).

## STUDENT LIFE

The Student Affairs and Enrollment Management division includes the Vice President for Student Affairs and Enrollment Management, Student Conduct, Security, Residential Life, Centennial Student Union, Health Services, Campus Recreation, Admissions, Office of New Student and Family Programs, Career Development, and the Counseling Center. The Student Affairs and Enrollment Management staff collaborate with Academic Affairs to prepare students for success in their chosen profession and to be contributing members of a diverse global society. Each student's needs and background are unique, and programs and services are designed to foster student learning and development and to enhance the educational experience. Nearly 40 percent of Mankato's undergraduates are first-generation college students, 26 percent are Pell-eligible, and 18 percent are students of color. International students make up more than 8 percent of the undergraduate student body and 10 percent of all graduate students.

The University's spirit is routinely charged by great art, entertainment, and the excitement of athletics. New and renovated housing, coupled with a diverse campus, facilitates students to share and learn from each other. Through Minnesota State Mankato's comprehensive academic support programs, students have the opportunity to participate in scholarly communities, over 200 student organizations, and the first-year seminar program.

## THE COMMUNITY – MANKATO, MN

Mankato, Minnesota is located approximately 85 miles southwest of the Twin Cities of Minneapolis and St. Paul. The University sits atop 303 acres overlooking the Minnesota River Valley. Mankato's population is over 44,000 and the Greater Mankato area has a population of over 103,500. Minnesota State Mankato adds \$827 million annually to the Mankato economy (2023 Minnesota State system study.)

Mankato is a major regional center designated as a Metropolitan Statistical Area and has earned several livability awards, including: a top 10 spot for "best small college towns" by Schools.com; one of the "best small college towns in America" by College Values Online; and "best small places for businesses and careers" by Forbes. Education is central to the area's quality of life and economy, in that more students choose to pursue higher education in the Mankato area than any other community outside of the Twin Cities. The city of Mankato is renowned for rivers, lakes, ravines, bluffs, natural prairies, and forested areas that offer breathtaking landscapes with more than 50 miles of paved trails for all-season cycling, walking, and hiking.

The city of Mankato keeps its visitors and residents entertained year-round with plenty of exciting events and festivals. Almost all events are focused on celebrating the unique character of the Mankato area—including its history, climate, location and friendly atmosphere., including the International Festival, Mankato River Ramble, Mankato Marathon, History Fest, Mankato Annual Traditional Pow-Wow, MN Senior Games, Kiwanis Holiday Lights, the Speechless Film Festival, Thunder of Drums, City Art Walking Sculpture Tour, more than 20 concerts a year, and the annual Ribfest. To learn more about Mankato, please visit [Greater Mankato Growth](#) and [Visit Great Mankato](#).

## THE ROLE OF THE ASSOCIATE DEAN OF THE COLLEGE OF BUSINESS

The Associate Dean of the College of Business will be responsible in assisting the Dean with the vision, leadership, and daily management of the College of Business with specific responsibilities in leading AACSB accreditation, assurance of learning processes, hiring and retention of faculty and staff, personnel management and faculty development, academic and curriculum management, transfer and academic partnerships, and interpretation and implementation of university policies/procedures. The Associate Dean will have primary responsibility for IFO Article 22 evaluation of all fixed-term and full professors and will also provide leadership for adjunct and fixed-term faculty hiring, professional development, scholarship and mentoring where appropriate. The Associate Dean will assist the Dean in assuring alignment and implementation of the College of Business Strategic Plan with the University's vision, mission, values, and strategic plans.

### CHARACTERISTIC DUTIES AND RESPONSIBILITIES

**Budget oversight** for salary and non-salary in the COB, including budget allocations and management processes for all undergraduate and graduate programs, non-salary and technology/equipment purchases, and facilities management in collaboration with the Dean and COB Accounting Specialist. Supervises COB Accounting Specialist and attends regular budget meetings with Academic Affairs budget team members.

**Personnel management** including oversight of college search and hiring for classified and unclassified employees in collaboration with the Dean and COB Faculty Resources Specialist and in collaboration with Human Resources, Affirmative Action and Academic Affairs in the search and hiring process. Will have primary responsibility for IFO Article 22 evaluation (i.e., PDP/PDR reviews) for all fixed-term and full professors.

**Collaboration with Academic Council and Leadership Team**, including attending meetings with the Dean and leading such in Dean's absence. Working with departments on the implementation of the a) college mission and vision, b) development of academic programs, c) transfer, academic planning, and course scheduling, and d) budget and personnel management.

**Provide leadership**, in collaboration with the Dean, for AACSB accreditation, assurance of learning, strategic planning, data literacy, and other associated short and long-range planning activities. Oversee the processes and technologies used to collect information-- including faculty credentials—necessary for accreditation, assurance of learning, enrollment management, and annuals reports.

**Direct supervision of COB Administrative Team members** including Dean's Office Administrative Assistant, Curriculum and Office Specialist, and Faculty Resource Specialist for the effective and efficient operations of the College in collaboration with department chairpersons and faculty directors.

**Oversight of College student affairs and success initiatives** including working in collaboration with the College's Student Advising Center and acting as the College's point person for student concerns and grievances; responsible for investigation and informal resolution to such.

#### Required Qualifications:

- Earned PhD, or other terminal degree in a discipline appropriate to the College
- Minimum of six (6) years of academic experience and academic credentials appropriate for the rank of Associate Professor or Professor
- Demonstrated commitment to fostering and advancing racial/social justice and equity in curriculum, communities, and engagements.



- Demonstrated experience developing effective relationships within a university setting including faculty, department chairs, deans, staff, and students within a college and other internal stakeholders across divisions.
- Demonstrated commitment to leading and supporting academic program quality and enrollment management, including experience with accreditation, assurance of learning, and data literacy at the undergraduate and/or graduate levels.
- Demonstrated support and advocacy for faculty, staff, students, and academic programs consistent with the University's mission, including support for effective teaching and understanding of scholarly activities.
- Exceptional oral and written communication and presentation skills.

**Preferred Qualifications:**

- Administrative experience in higher education (department chair, graduate program director, or other comparable administrative experience).
- Experience with personnel management and leading a cross-functional team, including the hiring and evaluation processes and familiarity with evaluation processes for tenured, tenure track, and non-tenure-track faculty.
- Experience with resource management including budgets, facilities, grants, or contracts.
- Knowledge of current and emerging student populations, both at the undergraduate and graduate levels, and trends in business programs, including adult learners and online education.
- Experience in cultivating relationships and partnerships, including K-12, 2-year college, international university, and/or industry partnerships.
- Demonstrated ability to effectively lead in a collective bargaining, shared governance environment

All nominations and applications shall be confidential. For best consideration, submit your application at [Associate Dean, College of Business \(AA24174\)](#). The cover letter must contain a section responding to each of the topics found in the Characteristic Duties and Responsibilities Section including the Required and Preferred Qualifications.

Minnesota State University, Mankato has a long-standing commitment to diversity and is actively seeking to nurture and enrich its underrepresented communities. Women, minorities, and individuals with disabilities are encouraged to apply. In accordance with USCIS regulations, successful applicants must be legally able to accept work in the United States.

Requests for reasonable accommodation of a disability during the application and/or interview process should be made to Human Resources, 507-389-2015 (V), 800-267-3529 or 711(MRS/TTY). This announcement is available in alternative format upon request.

Minnesota State University, Mankato is an affirmative action/equal opportunity university and is a member of the Minnesota State Colleges and Universities system.