Dean of Students

Allegheny College seeks a collaborative and communicative community builder for the role of Dean of Students. The Dean of Students is the College's chief student affairs officer and leads a proactive and engaged division of professionals who enjoy a strong, positive rapport with students and their families. Allegheny is home to a number of innovative academic programs and seeks a Dean who will enthusiastically partner with faculty and staff colleagues to further enrich the connections between the curriculum, co-curricular programming, and residential life. In addition, the College seeks a Dean who will be actively and energetically committed to ensuring that the College's campus climate continues to be inclusive, respectful, and safe for all of its members.

About The College

Founded in 1815 and celebrating its bicentennial this year, Allegheny College is a private, residential college where 2,100 students with unusual combinations of interests, skills and talents excel. Allegheny is consistently ranked as one of the top national liberal arts colleges and is one of 40 colleges recognized in “Colleges That Change Lives” by Loren Pope. Allegheny places #2 as an “Up-and-Comer” in U.S. News rankings of national liberal arts colleges.

Allegheny students come from 45 states and 45 countries, and roughly half of all students hail from outside Pennsylvania. Approximately 19 percent self-identify as students of color and another 4 percent are international students. Nearly all students receive some form of financial aid and 29 percent are Pell Grant recipients.

Allegheny students are strong performers in the classroom, and the College prides itself on both its academic rigor and its student-initiated academic Honor Code. Allegheny students share a passionate commitment to social justice and civic engagement, both of which are important themes throughout both the curriculum and campus life. The College’s 157 faculty are teacher-scholars who are known for going above and beyond in their commitment to helping students succeed.

Allegheny is distinguished by a number of innovative academic programs and initiatives. The College is known for its Unusual Combinations, as all students are required to choose an academic minor outside their major field of study in order to encourage interdisciplinary thinking and broaden their intellectual perspective. In addition, every
Allegheny senior since the first commencement in 1821 has completed a senior capstone project, for which the institution provides an integrated multi-year seminar preparation program. And finally, the highly innovative Allegheny Gateway, which opened in 2015, helps students integrate, expand, and apply the learning that takes place in the classroom by tackling complex real world problems in collaboration with faculty, staff, and community partners.

Campus life is highly residential as students live in College-owned residences for all four years. Eleven of the College’s 40 buildings are residence halls, two of which boast apartment style configurations that were added since 2010. Students can join more than 125 clubs, pledge with one of the 10 Greek-letter organizations (approximately 30 percent of the students are involved in Greek life), or participate in club, intramural, or varsity sports. Allegheny competes in the NCAA Division III North Coast Athletic Conference and 22 percent of Allegheny students compete on one of the 21 Allegheny Gators varsity sports teams.

Allegheny’s historic campus is located in the city of Meadville, Pennsylvania, a community that offers the history and natural beauty of northwestern Pennsylvania. Within walking distance of downtown Meadville, Allegheny boasts one of the country’s most attractive campuses, set in a region that offers a wide range of activities and outdoor opportunities. In addition to the 70 acre main campus, Allegheny owns a 203 acre recreation complex with 80 acres of protected forest, and a 283 acre reserve where the students and faculty engage regularly in research. Meadville (pop. 15,000) is a short drive from Lake Erie and the city of Erie, 90 minutes north of Pittsburgh, two hours east of Cleveland, and two hours southwest of Buffalo.

The College operates from a solid financial foundation. The College has an A- rating from Standard and Poor’s and an A3 rating from Moody’s. Allegheny’s endowment totals $182 million (as of March 31, 2015) and its 2014-15 operating budget is $74 million. As is the case at its peer institutions, Allegheny's primary source of revenue is tuition (55%). In May 2015, the College will publicly launch Our Third Century Quest campaign, for which over $105 million has been committed toward the $200 million goal. Half of the campaign is earmarked for endowed scholarships for students. In addition, the College is preparing for a new debt issue in 2016, of which the majority will be applied to residence hall renovations.

**Strategic Plan: Combinations 2020**

Allegheny is exceptionally thoughtful and strategic in identifying its goals and advancing its mission. Balancing an awareness of national trends and best practices with a keen sense of the College’s particular history and strengths, Allegheny has a strong record of integrated strategic, financial, and campus planning. The College’s strategic plan drafted in 2011, Combinations 2020, guides Allegheny’s work and is evidence of the strong spirit of
collaboration on campus. There are several key initiatives within the plan that the Dean of Students will play a formal or informal leadership role in advancing, including:

- **Enhance collaboration among academic and student life programs:** The most recent strategic plan achieved the goal of having 90 percent of all students live on campus; now Allegheny must make that living experience more meaningful and integral to the educational experience. Through activities such as living-learning communities, safety and wellness initiatives, enhancing the scholar-athlete experience, and an integrated First-Two-Years program, Allegheny will create a campus that is intellectually vibrant in all settings and at all moments of the day.

- **Consolidate and focus the community outreach activities:** Part of Allegheny’s heritage is a strong commitment to engage in the civic life of its community. While this commitment has resulted in numerous excellent individual outreach activities, sometimes those initiatives occur in isolation from one another. The College will consolidate and coordinate its community efforts, putting them more directly in service to its educational mission.

- **Diversify the campus and curriculum:** In recent years, the College community has become significantly more diverse and increasingly resembles the heterogeneous world in which we all live. As the College moves forward, it will give priority to diversifying the perspectives of its students through a wide array of curricular and co-curricular programs. In addition, the campus embraces an intentional [Statement of Community](#) which affirms Allegheny’s commitment to “creating an inclusive, respectful and safe residential learning community that will actively confront and challenge racism, sexism, heterosexism, religious bigotry, and other forms of harassment and discrimination.”

- **Internationalize the campus and curriculum:** The College attracts international students and also provides a growing number of strong majors and minors focused on international study. Allegheny will exploit new technologies and develop new initiatives to enhance its international programs and create a multi-cultural campus promoting the global understanding of both international and domestic students.

- **Expand scholarships for high-achieving students of limited means:** At the heart of Allegheny’s story are generations of graduates who started with few financial resources but a deep commitment to learning and service. The socioeconomic diversity of the student population is one of Allegheny’s defining characteristics and a strength of its educational program. The College must maintain that diversity by increasing endowments to support scholarships even as it diversifies the campus in other ways.
- **Complete the commitment to the President’s Climate Commitment:**
  Allegheny is fortunate to be located in a region with abundant natural resources. As a charter signatory of the American College & University Presidents Climate Commitment, Allegheny affirms its commitment to implementing a climate action plan to strategically reduce our environmental impact and realize the economic benefits of improved operational efficiencies.

**Senior Leadership**

Dr. James H. Mullen, Jr. has served as the President of Allegheny College since 2008. With more than 25 years of experience in leadership roles in higher education, and a keen appreciation for Allegheny’s history and traditions, he is building community while at the same time enhancing the College’s reputation as one of the nation’s preeminent colleges of the liberal arts and sciences. President Mullen is currently the chair of the board of the Executive Committee of the American Council on Education.

Dr. Sue Stuebner joined Allegheny College in 2013 and is the Executive Vice President and Chief Operating Officer. Dr. Stuebner leads finance and administration, human resources, student affairs, development and alumni relations, enrollment and communications, athletics and recreation, and Title IX. Before joining Allegheny, she spent a decade at Lycoming College in a variety of senior officer roles, culminating in the role of vice president for administration and planning. Previously, she held positions in academic affairs, student affairs, admissions, and athletics at Dartmouth College, Harvard College, Wheelock College, and Albright College. She has also served multiple times as a Middle States evaluation team member.

Dr. Ron Cole, Professor of Geology, will begin his role as Provost and Dean of Allegheny College on July 1, 2015. Dr. Cole will succeed Dr. Linda DeMeritt, who has served in this role since 2003. Cole currently chairs the college’s Finance and Facilities Committee and the Department of Geology. He has chaired both the college’s Faculty Review Committee and Faculty Council. He has also served as a member of the college’s Diversity Task Force. Dr. Cole graduated from Allegheny College in 1987 and has been on a member of the faculty since 1995.

**Role of the Dean of Students**

The Dean of Students is the College’s chief student affairs officer and works collaboratively with the senior administration, faculty, staff, and students to provide a comprehensive living/learning environment that challenges students to be engaged citizens, creates a campus environment respectful of differences, and prepares students for a lifetime of contribution to society. S/he should be an educator at heart, and driven by a desire to help students evolve into their fullest and best selves.
Reporting to the Executive Vice President and Chief Operating Officer, the Dean of Students serves on the President’s Administrative Executive Council. The Dean also provides support to the Academic and Student Affairs Committee of the Board of Trustees. Historically the Dean has also played an important convening role in student retention efforts by providing collaborative leadership of the work of the Deans’ Council in this area.

The Dean of Students manages a division of approximately 130 employees and a departmental budget of $3.3 million. The Dean directly oversees the areas of Residence Life, Religious Life, Student Involvement, Safety and Security, the Counseling Center, and the Health Center. In addition, the Dean collaborates closely with colleagues in the offices of academic affairs, Title IX, and athletics, as well as with the leaders of the engaged learning and civic engagement initiatives centered within the Allegheny Gateway.

Direct reports to the Dean of Students currently include:

- Associate Dean for Wellness
- Assistant Dean/Director of Residence Life
- Director of Student Conduct and Development
- Assistant to the Dean of Students
- Director of Safety and Security
- Director of Student Involvement
- Director of Food Service
- Chaplain

The general responsibilities of the Dean of Students include:

- Provide the Division of Student Life with strong, creative, energetic, and strategic leadership;
- Advise the Executive Vice President and President on all policies and matters related to students;
- Provide effective management of the Division of Student Life by ensuring that its human, physical, and financial resources are allocated strategically to achieve the Division’s objectives;
- Lead efforts to ensure student wellness is fostered, including implementation of educational programs regarding drug and alcohol use, sexual conduct, mental health, and other areas related to wellbeing;
- Provide leadership and counsel during times of crisis, whether that means supporting individual students and their families or managing campus-wide issues;
- Serve as a critical convener of the institution’s efforts to assess, implement, and improve programs that improve the College’s retention and graduation rates;
- Oversee the recruitment, management, development, and retention of professional and support staff in the Division of Student Life;
• Participate in planning and development of programs, policies, and services that facilitate students’ successful transition to the College and remove barriers to their success; and,
• Promote a culture of assessment and continuous improvement in the Division of Student Life.

Opportunities and Challenges

The new Dean will be expected to expand upon the division’s current strengths, while also bringing his/her own strategic vision to the role. Some areas of focus for the next Dean include:

• In collaboration with faculty and academic affairs leadership, build even stronger connections for students between Allegheny’s innovative academic and civic engagement programs and its living/learning environment;
• In partnership with the Chief Diversity Officer and many other allies throughout campus, facilitate and encourage open dialogue and constructive action to ensure that the campus climate becomes even more inclusive and supportive of all of its members;
• Provide mentoring, professional development opportunities, and a model of collaboration with other academic and administrative units for the Division’s staff;
• Communicate transparently and effectively with a wide range of constituencies about the values and priorities of a professional student affairs division, while also remaining open to feedback and continual improvement;
• Maintain the College’s strong rapport with students and families, beginning as early as the admissions process, and continue to work proactively in partnership with them to address potential issues long before they emerge;
• Serve as the convener for campus-wide efforts and initiatives related to student retention within the context of a well-established framework; and,
• Engage fully in the life of the campus by being a visible, accessible, and grounded leader who enjoys strong rapport with students, faculty, and staff.

Desired Qualities and Qualifications

The next Dean of Students will be an experienced leader who is able to provide vision and guidance to the division and the College, while simultaneously serving as an accessible, warm, and genuine Dean of Students for a highly residential community. The ideal candidate will have an advanced degree and a track record of working credibly, collaboratively, and successfully with faculty colleagues on academic matters, as well as with staff, alumni, and other constituents. In addition, s/he will possess:

• An ability to think strategically about the goals of the division and the College as a whole and to serve as a collegial and collaborative partner with the senior leadership of the College;
• A history of embracing enthusiastically the value and mission of liberal arts education, and the role a vibrant residential life and student development plays in it;
• Exceptional interpersonal skills and the ability to build strong, trusting relationships across a wide range of constituencies (e.g. students, faculty, division staff, administrative colleagues, parents, community residents, alumni, trustees, etc.);
• Demonstrated success in working within diverse communities and fostering an environment of inclusivity;
• A commitment to social justice and civic engagement;
• A commitment to shared governance;
• Sensitivity, fairness, compassion, empathy, objectivity, and transparency in decision-making;
• A collegial, friendly, and low-ego approach to leadership, in keeping with the culture of the College;
• A high level of experience and confidence in overseeing the resolution of complex student issues, with the dual goals of helping students learn from their experiences while also managing the College’s risk in a responsible way;
• A demonstrated ability to build and manage budgets and to use financial resources wisely;
• Proven crisis management capabilities;
• Outstanding communication skills and the ability to represent the College effectively in both internal and external settings; and,
• An understanding of emerging issues in student affairs and higher education, including best practices and ever-evolving legal and compliance issues.

Contact Information

Please send nominations, applications, and queries in confidence and electronically to:

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Allegheny College is an Equal Opportunity Employer with a strong commitment to diversity, inclusion, and equity. Women, veterans, individuals with disabilities, and members of other underrepresented groups are highly encouraged to apply. Allegheny does not discriminate on the basis of race, color, religion, gender, gender identity, gender expression, sexual orientation, age, or national origin.