Position Summary

The dean has responsibility to oversee and implement policies and priorities of the college and university. The Dean for the College of Letters, Arts and Social Sciences leads the college faculty in the development of policies and priorities governing the academic programs of the college. The dean facilitates the appropriate inclusion of faculty, staff, students, and stakeholders in the college decision-making processes. The academic programs of the college are directly affected by program planning, definitions of goals and priorities, instructional methods and standards, student advising, mutually beneficial partnerships with stakeholders, research policies, allocation of resources, fund-raising, and the development of professional standards related to the branches of learning for which the college is responsible. The academic programs of the college include undergraduate and graduate instruction, research and creative activity, and extension services. It is expected that the dean satisfactorily employs strategies to implement objectives and achieve the University's strategic goals while carrying out the mission of the college.

Required Qualifications

- An earned terminal degree from an accredited university in a discipline appropriate to the college.
- Accomplishments and experience to merit an appointment with tenure and rank of full professor.
- Academic leadership experience including: personnel management (faculty and staff), resource management (finances, facilities, equipment, etc.), and quality academic programming / delivery.
- Evidence of original initiatives focused on improving excellence in teaching, research, outreach, mentoring, and/or student success.

Preferred Qualifications

- Experience with strategic planning and visioning to successfully address change, managing program/professional-level accreditation and program assessment, increasing student enrollment, and attracting and retaining a diverse student and employee population.
- Interpersonal and communication skills to develop, maintain, and work successfully with faculty, staff, department administrators, peer colleagues, students, alumni, and other stakeholders.
- Experience developing and advancing philanthropic opportunities, economic development, extramurally funded research, or other fundraising efforts.

Percentage of Job Duty Function

- University Service & Leadership 100%
- Outreach & Extension 0%
- Scholarship & Creative Activities 0%
- Teaching & Advising 0%