SUMMARY:

The position of Academic Dean will be filled by an internal or external candidate. The scope of the search will be determined by the Provost/Senior Vice President for Academic and Student Affairs in consultation with the President.

POLICY:

I. POLICY

A. The position of Academic Dean will be filled by an internal or external candidate. The scope of the search will be determined by the Provost/Senior Vice President for Academic and Student Affairs in consultation with the President.

B. A vacancy in a Dean’s position can also be filled by an Interim Dean, as determined by the Provost/Senior Vice President for Academic and Student Affairs in consultation with the President.

C. The selection of Academic Dean will be accomplished through input provided to the Provost by the faculty and the administration. Faculty participation in the selection is restricted to permanent, full-time department members who hold continuing appointments as assistant professor, associate professor, or professor and who have not been officially notified of non-reappointment or of a final, unfavorable decision on tenure.

D. A terminal degree in a teaching discipline for one of the fields represented within the College and record of teaching, scholarship and service are required.

II. TERMS OF APPOINTMENT

A. The initial term of appointment is determined by the Provost/Senior Vice President for Academic and Student Affairs in consultation with the President.
B. The appointment may be terminated at any time by the Provost/Senior Vice President for Academic and Student Affairs in consultation with the President.

C. If approved by the Board of Trustees, typically the appointment includes tenure as a faculty member. Tenure does not apply to the appointment as Academic Dean.

III. RESPONSIBILITIES

The Dean reports to the Provost/Senior Vice President for Academic and Student Affairs and acts as the chief administrative officer of a particular academic unit. Responsibilities include:

A. developing, monitoring, and implementing a College budget;

B. recommending faculty salaries;

C. recommending matters relating to faculty appointments, retention, promotion, and termination;

D. evaluating and certifying students’ degree requirements;

E. budgeting and coordinating departmental expenditures

F. developing of the education programs of the University;

G. supervising Associate and Assistant Deans;

H. recommending department chairs to the Provost;

I. preparing an annual executive summary of assessment efforts and accomplishments; and

J. addressing departmental student issues and complaints.