

Divisional dean responsibilities:

After a search, Divisional Deans are appointed for a five-year term, renewable upon mutual agreement after a reappointment review. Divisional Deans are appointed by, report to, and serve at the will of the College's Executive Dean. With other members of the College office, they advise the Executive Dean on all matters related to the College's mission and operations.

Divisional Deans are responsible for leading and managing the academic units within their division, doing so in collaboration with department heads. In accordance with College bylaws and the Faculty Handbook, department heads are appointed by, report to, and serve at the will of the appropriate Divisional Dean. Divisional Deans work with faculty, departmental administration, and members of the College office to develop and implement faculty affairs policies and procedures that support the faculty's central role as scholar-teachers in the mission of the College and the university; these policies and procedures include faculty recruitment, hiring, appointment and reappointment, retention, and evaluation, as well as promotion and tenure processes. Divisional Deans work to ensure that faculty affairs policies and procedures support the College's and university's commitment to excellence, equity, and inclusion.

Divisional Deans serve as advocates for the units and faculty in their division and, in collaboration with all members of the College office, work to build and maintain an environment that enables and empowers world-class scholarship and creative activity, teaching, and engagement. They collaborate with faculty and department heads in their division in developing and executing compelling unit-, division-, and College-level strategic plans that align with both the [vision of the College of Arts & Sciences](#) and the university's [Strategic Vision](#). As advocates for their units and faculty and as promoters of world-class scholarship and creative activity, teaching, and engagement, Divisional Deans are responsible for preparing annual budget requests for their division. In so doing, the Divisional Deans will engage with their units to address unit needs, to champion the mission and vision of the division and the College, and to identify opportunities for revenue enhancement. Divisional Deans also identify operational, infrastructure, and staffing needs for their division and collaborate with the College office to ensure that unit- and division-level needs are met in areas such as research support, communication, and general administration.

Divisional Deans collaborate with each other, with Associate Deans and other members of the College office, and with faculty members to identify and support opportunities for interdepartmental, interdivisional, and interdisciplinary research, creative activity, teaching, and engagement.

The position of Divisional Dean is a 12-month, 100% administrative position. A Divisional Dean must be a full professor with tenure at the University of Tennessee, Knoxville.