



Job Description
Dean
College of Arts and Sciences

Reports to: Vice Chancellor of Academic Affairs

The Dean is the academic leader of the College. As such, along with the Associate Dean, the Dean leads the implementation of the academic mission of the College. An integral part of the implementation includes fundraising and developing external support for the College's programs.

The College consists of two Schools (Humanities and Social Sciences; Mathematics and Sciences) with seven departments (Arts and Media; English and Foreign Languages; History and Social Sciences; Biological Sciences; Chemistry and Physics; Computer Science; Mathematics), offering twelve undergraduate programs, and four Master's degree programs.

The Dean supervises department chairs, oversees faculty hires, and approves curricular changes. The Dean reports to the Vice Chancellor for Academic Affairs, and is a member of the Vice Chancellor's academic leadership team. The Dean is the advocate between the College's academic departments and the Office of Academic Affairs.

Essential Duties and Job Specifications: The successful candidate will undertake responsibilities in three interrelated areas: College-Community Relationships, College Leadership, and University Integration

A. College Leadership. The successful candidate will:

1. Oversee and guide the development, implementation, and evaluation of short-range and long-range plans for the College, ensuring the compatibility of these plans with the mission and objectives of the College and University.
2. Identify emerging academic issues and recommend appropriate program responses to ensure that curriculum and related resources are current, relevant, and innovative.
3. Foster the expansion of faculty research and related activities within the College, providing faculty with opportunities for advancement and promoting an intellectual, innovative, and cooperative atmosphere conducive to the professional growth of faculty.
4. Implement and oversee College and Departmental budgets in accordance with established University standards and guidelines. Ensure budget goals are met on an annual basis.
5. Evaluate Department Chairs and Associate Dean on an annual basis and ensure that Departments evaluate faculty performance based on existing policies.

6. Advise Departments in the areas of faculty employment and development.
7. Ensure that established policies are followed in the resolution of student, faculty, and staff complaints, and student appeals.

B. College-Community Relationships. The successful candidate will:

8. Develop and maintain strong external relationships with other academic institutions, and with business, nonprofit, and governmental entities to promote collaboration with and secure sources of funding for both Schools within the College.
9. Represent the College at community-based events, civic organizations, legislative bodies, commissions, to promote awareness of its mission.

C. University Integration. The successful candidate will:

10. Represent the interests of the College to University administration.
11. Ensure that College programs are compliant with administrative policies and procedures and that the College adheres to all accreditation standards.
12. Participate in shared governance by serving as a member on committees called by the Chancellor, and on other College and University committees, councils, and campus organizations.
13. Foster an institutional attitude and develop a team concept for University unity through communicating with the other College in the University to exchange ideas, information and resources.

Qualifications and Experience:

14. A doctoral degree is required in either the Humanities or the Sciences, while a doctoral degree in Mathematics or Sciences is preferred.
15. Demonstrates success in project development and management.
16. Demonstrates commitment to the goals and ideals of higher education and to the value of both the Sciences and Liberal Arts within the University, the urban center, and the state
17. Demonstrates ability to collaborate with diverse constituencies.
18. Has earned the rank of Associate Professor; however, the rank of Professor is preferred.

Application should include a cover letter, a current vita, and the names and contact information for five professional references. These documents should be emailed to Dr. Dennis Wissing, Associate Dean for Academic Affairs, School of Allied Health Professionals, LSU Health Shreveport: DWissi@lsuhsc.edu.

Review of applications will begin in December 2017, and applications will be accepted until the position is filled. The anticipated start date for the position is no later than July 1, 2018.