

Interim Dean of the College of Humanities Arts & Social Sciences (CHASS)

UCR Interim Provost and Executive Vice Chancellor Thomas Smith invites nominations and expressions of interest for the position of Interim Dean of the College of Humanities, Arts & Social Sciences (CHASS). The Interim Dean position is a 100%-time appointment beginning August 1, 2020 and reporting directly to the Provost and Executive Vice Chancellor. The Interim Dean will serve in this role until a permanent Dean is appointed.

With respect to leadership, the Interim Dean will:

- Provide academic and administrative vision and leadership for the College and oversee all aspects of the teaching, research and public service missions.
- Provide leadership for academic planning and implementation in the College, ensuring coordination with the overall campus strategic plan.
- Enhance the diversity of the faculty, staff, and student body of the College and promote a healthy and inclusive campus climate.
- Serve as the chief fundraiser and focal point for all external relations (e.g., community, media, government, commercial) on behalf of the College in coordination with the Vice Chancellor for University Advancement.
- Endeavor to increase College revenue from grants, contracts, gifts and other external sources.
- Serve as a member of the campus leadership team, and advise the Provost and Chancellor on a wide range of issues related to the University's operation.
- Ensure compliance with federal and state laws and system-wide and campus policies, including Academic Senate regulations, principles of shared governance, and affirmative action policies.
- Represent the College and participate in internal campus-wide policy and program discussions.
- Handle sensitive issues with diplomacy, tact, and confidentiality.
- Adhere to the UCR Principles of Community.

With respect to programming and organizational management, the Interim Dean will:

- Oversee student affairs, including academic advising, student well-being, and special initiatives, to promote student success and satisfaction.
- Support and facilitate faculty-led funding proposals for research, education, and outreach especially from competitive sources. Provide administrative and technical support for externally funded activities.
- Review academic personnel files and make recommendations for actions (e.g. appointment, retention, merit, promotion).
- Allocate and manage resources, including faculty and staff, facilities, and financial resources within the context of the college strategic plan.
- Collaborate with the Academic Senate to achieve innovative curricular changes that promote student success and satisfaction.
- Work collaboratively with deans, vice provosts, and other campus leaders to implement curricular and organizational innovations (e.g. enrollment management, pedagogical technologies, course availability, advising).



Critical attributes include:

- An understanding of the importance of, and demonstrated success in, promoting diversity and inclusion among faculty, staff, and students.
- Appreciation for and commitment to shared governance with the faculty.
- Ability to work effectively and collaboratively as a member of a leadership team.
- Strong organizational, interpersonal, written and oral communication skills.
- Ability to proactively identify and resolve organizational problems.
- Experience in budgetary and financial affairs.

Qualified candidates are members of UCR's Academic Senate who have achieved the rank of Full Professor or Full Professor of Teaching (also known as Senior LSOE) before July 1, 2020, who are actively engaged in research and teaching, and who have relevant administrative leadership experience.

Confidential review of nominations and expressions of interest will begin immediately and will continue until an appointment is made. Please direct nominations and questions to Human Resources Manager Tanya Adams (tanya.adams@ucr.edu; 951-827-2112). **Nominations are due by Friday, June 12th, 2020. To be ensured full consideration, please apply by submitting an application letter, diversity statement, and CV to tanya.adams@ucr.edu by June 26th, 2020.**

The University of California is an Equal Opportunity / Affirmative Action Employer with a strong institutional commitment to the achievement of excellence and diversity among its faculty and staff. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veteran status, or any other characteristic protected by law.

In a "Statement of Contributions to Diversity," we ask applicants to describe their past and/or potential future contributions to promoting a diverse, equitable, and inclusive environment, which is a key requirement of the role of every faculty member and administrator at UCR. There are numerous ways to contribute, and a commitment to this part of our mission can be reflected through research, teaching, supervision, mentoring, community engagement, service, and any of the other varied activities that are a part of an academic career.