The Dean serves as the head academic officer for Arts & Sciences and represents Arts & Sciences to the university and the broader community. Some examples of these broad duties include:

Hiring and retaining the best, most diverse faculty from all backgrounds for A&S
Making final decisions on hiring for all academic searches
Serving as liaison to the T&P Committee in A&S
Making T&P recommendations to the Provost
Overseeing Annual Performance Reviews (for pre-tenure faculty)
Overseeing Final Faculty Compensation and Merit Review
Completing Midcourse Reviews, through review of candidate
Making Endowed Chair recommendations to the Provost
Overseeing Faculty Development, particularly as it pertains to Career Profiles and Flexible Guidelines for Promotion
Leading appointment and training of Department Chairs and Program Coordinators
Setting strategic direction for A&S, in consultation with A&S colleagues and university leadership
Ensuring that A&S’s plan is aligned with university and A&S Financial Planning and Budget
Collaborating with Dean’s Advisory Council
Working with Communication to cast the School’s vision
Leading Academic Council in A&S
Reviewing and delegating Associate Dean roles and responsibilities
Organizing and overseeing the Dean’s Office, purview and personnel

Revised for FY18, AUGUST 2017, PDR
# University of Richmond, School of Arts & Sciences

## Associate Deans

### Assignment and Responsibilities

| Associate Dean, Eric Yellin, Interim | Associate Dean, Della Dumbaugh | Associate Dean, Ben Broening |
| ARTS, LANGUAGES, AND CULTURES | SOCIAL SCIENCES AND THE HUMANITIES | NATURAL AND APPLIED SCIENCES |

**Point of Contact for Division I**

**Dean's liaison to the following departments:**
- Art and Art History, Classical Studies, English, LALIS (Latin American, Latino, and Iberian Studies), LLC (Languages, Literatures, and Cultures), Music, Theater and Dance

**Additional responsibilities in the School:**
- Coordinates process for new and revised course proposals
- Grade appeals
- Oversees Tucker-Boatwright Festival
- Administrative leadership of C30
- Other additional duties as assigned by the dean

**School and University Committees:**
- Faculty Status and Credentialing
- University Academic Programs
- Cultural Affairs
- General Education

**Point of Contact for Division II**

**Dean’s liaison to the following departments:**
- Education, Geography and the Environment, History, Journalism, Philosophy, Political Science, Religious Studies, Rhetoric and Communications Studies, Sociology and Anthropology

**Additional responsibilities in the School:**
- Coordinates Teaching Assignment Projections
- Coordinates appointment of term and adjunct faculty
- Oversees Academic Program Review
- Liaison to Interdisciplinary Programs
- Other additional duties as assigned by the dean

**School and University Committees:**
- Classroom Committee
- Disabilities Committee
- *Ex officio*, Faculty Research Committee

**Point of Contact for Division III**

**Dean’s liaison to the following departments:**
- Biology, Chemistry, Math and Computer Sciences, Physics, Psychology

**Additional responsibilities in the School:**
- Coordinates annual merit review process
- Coordinates planning for equipment replacement
- Kresge, Arts Initiative
- Coordinates space planning and renovation
- Offices, buildings, renovations
- Other additional duties as assigned by the dean

**School and University Committees:**
- Substantive Change Committee
- *Ex officio*, Undergraduate Research Committee

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