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 Mid-course Reviews
- Making Endowed Chair recommendations to the Provost
- Overseeing Faculty Development in A&S
- Leading appointment, training, and review of Department Chairs, Program Coordinators, and Associate Deans
- Setting and implementing strategic direction for A&S, in consultation with A&S colleagues and university leadership
- Ensuring that A&S’s plan is aligned with university
- Ensuring A&S Financial Planning and Budget alignment
- Leading Dean’s Office Collaboration with Shared Governance Committees
- Working with Communication to cast the School’s vision
- Overseeing Academic Council in A&S
- Collaborating with A&S Shared Governance Committees and Appointing Ex-Officio Membership
- Reviewing Associate Deans, their roles and responsibilities, and delegating accordingly
- Organizing and overseeing the Dean’s Office, purview and personnel
University of Richmond, School of Arts & Sciences

Associate Deans

Leadership Team: Assignment, Roles, and Responsibilities

Associate Dean (AD), Kathrin Bower
ARTS, LANGUAGES, AND CULTURES
(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:
Help with annual merit review process
Coordinates Teaching Assignment Projections
Coordinates appointment of term/adjunct faculty
Coordinates process for new/revised courses
Grade appeals
Other additional duties as assigned by the dean

School and University Committees:
University Academic Programs*
Information Technology Governance Steering Committee*
General Education Committee*
Enrollment Management Committee* Academic Committee/International Engagement Faculty Affairs Committee, ex officio

Associate Dean (AD), Dan Palazzolo
SOCIAL SCIENCES AND THE HUMANITIES (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
American Studies, Environmental Studies, Global Studies, HCS, Jewish Studies, PPEL, WGSS

Additional responsibilities in the School:
Helps with annual merit review process
Oversees Academic Program Review
Liaison to Interdisciplinary Programs
Renovation, Ryland Hall
Other additional duties as assigned by the dean

School and University Committees:
Ex officio, Faculty Research Committee
Classroom Committee
Space Planning Committee*
Faculty Status and Credentialing*
Cultural Affairs*

Associate Dean (AD), Ben Broening
NATURAL AND APPLIED SCIENCES
(Division III)

Dean’s liaison to the following departments:
Biology, Chemistry, Math and Computer Sciences, Physics, Psychology
BMB, Neuroscience, IIS

Additional responsibilities in the School:
Coordinates annual merit review process
Coordinates equipment replacement
• Kresge, Arts Initiative
Other additional duties as assigned by the dean

School and University Committees:
Disabilities Committee*
Substantive Change Committee*
Ex officio, Undergraduate Research Committee
Budget, Planning/Policy Committee, ex officio

*University Committees

Revised for FY20 | Jan. 2020
University of Richmond, School of Arts & Sciences

Directors and Assistant Dean for Diversity
Leadership Team: Assignments, Roles and Responsibilities

Assistant Dean, Diversity, Inclusivity, and Thriving, Carthene Bazemore-Walker
Oversees Thriving, Inclusivity, and Equity in A&S

Dean’s liaison for diversity, inclusivity, and thriving to all A&S departments and programs, and across the university
Works to align A&S with C30 strategic priorities, as they pertain to this area;
Works to align A&S with UR Thriving, Inclusion, Diversity, and Equity (TIDE) strategies and policies;
Works with the Associate Deans and departments on diversity, inclusivity, and thriving initiatives;
Main A&S contact for A&S Diversity Advocates, training and implementation;
Oversees bias training for T&P, Dean’s Office, A&S faculty and administrative leaders;

School and University Committees:
Institutional Coordinating Council (ICC) for Thriving, Inclusion, Diversity, and Equity*
Bias Response Team*
University Faculty Hiring Committee*

Director of Financial Planning & Operations, Surabhi Vittal
Chief Operating Officer for A&S

Oversees organizational operations and management
Oversees the operational aspects of the faculty hiring process;
Strategic planning - analyze, prepare, and make recommendations on business aspects of proposals;
Analyses of changes to existing programs, and planning for the recruitment and phasing in of faculty and staff with guidance from the Dean;
Oversees ongoing budget modeling and analysis across A&S;
Leads training of administrators in A&S with budget responsibility;

School and University Committees:
UR Better*
Budget, Planning/Policy Committee, ex officio

Director of Operations and Strategic Initiatives
VACANT

*University Committees