

1 **Associate and Assistant College AND LIBRARY Deans**

2 (Senate: 5/25/65, 8/24/71; President: 6/15/65, 8/25/71; Editorial Amendment: 9/00, 8/01)

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4 The associate or assistant dean performs line or staff ADMINISTRATIVE functions AS DIRECTED BY THE DEAN
5 within AND GOVERNED BY THE Board of Trustees, THE Chancellor's Office, and uUniversity policies, as
6 directed by the dean. NORMALLY, TENURED FULL PROFESSORS SERVE AS ASSOCIATE OR ASSISTANT COLLEGE
7 DEANS. While not necessarily a senior professor, lit is expected that the incumbent will possess those
8 scholarly, administrative, and personal characteristics that will secure the respect of the college's faculty, and
9 thus TO MOST EFFECTIVELY assist the dean to the maximum.

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11 The SELECTION process FOR ASSOCIATE AND ASSISTANT DEANS of selection includes the principle of
12 consultation by the dean with the department/division chairs OR school directors (FOR COLLEGE ASSOCIATE
13 AND ASSISTANT DEANS), and with an elected faculty committee (FOR ALL ASSOCIATE AND ASSISTANT
14 DEANS). The procedures are developed within the college/LIBRARY and filed with the President and with the
15 Provost and Vice President for Academic Affairs. Appointment is by the President, upon recommendation of
16 the college/LIBRARY dean.

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18 In as much as no administrator holds office as of right, The appointment as associate or assistant dean is for
19 an unstated term, but the incumbent can be removed from office by the dean only after full discussion with
20 the associate or assistant dean concerned, or by the President only after full discussion with the dean and
21 the associate or assistant dean concerned.

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23 Where more than one associate or assistant dean is appointed in a college OR THE LIBRARY, the dean shall
24 designate beforehand one to serve as acting dean in the absence of the dean.

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26 Associate and assistant deans shall be reviewed annually following procedures adopted by the
27 college/LIBRARY. One of the elements considered in the evaluations will be the efforts of the associate and
28 assistant deans in implementing the principles of affirmative action of the University in any faculty and staff
29 recruitment and selection, as well as in the supervisory responsibilities of their offices.

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The associate or assistant dean performs administrative functions as directed by the dean and governed by the Board of Trustees, the Chancellor's Office, and University policies. Normally, tenured full professors serve as associate or assistant deans. It is expected that the incumbent will possess those scholarly, administrative, and personal characteristics that will secure the respect of the college's faculty, and thus to most effectively assist the dean.

The selection process for associate and assistant deans includes consultation by the dean with the department/division chairs or school directors (for college associate and assistant deans), and with an elected faculty committee (for all associate and assistant deans). The procedures are developed within the college/library and filed with the President and with the Provost and Vice President for Academic Affairs. Appointment is by the President, upon recommendation of the college/library dean.

The appointment as associate or assistant dean is for an unstated term, but the incumbent can be removed from office by the dean only after full discussion with the associate or assistant dean concerned, or by the President only after full discussion with the dean and the associate or assistant dean concerned.

Where more than one associate or assistant dean is appointed in a college or the library, the dean shall designate beforehand one to serve as acting dean in the absence of the dean.

Associate and assistant deans shall be reviewed annually following procedures adopted by the college/library.