

College of Natural Resources Associate Dean for Academic Affairs

The Associate Dean for Academic Affairs provides dynamic leadership to create and successfully implement an impactful and innovative student experience that is a national and international model for natural resources education.

The Associate Dean works closely with the department heads, the undergraduate program coordinators, the directors of graduate programs, and others to coordinate efforts which advance the College's academic mission.

The Associate Dean will oversee the College's Office of Academic Affairs, building and managing teams of faculty, students, staff, and community members to support and advance the College's academic mission.

The Associate Dean will foster operational success through streamlined processes, enhanced communication, and innovation in teaching and learning methodologies and co-curricular programming.

The Associate Dean works closely with the Director of Information Technology to facilitate and nurture an innovative, inclusive and immersive student experience by making best use of the College's classrooms, laboratories, and information and instructional technological innovations.

As an Associate Dean, this individual will serve as a member of the College's Executive Leadership Team, setting policy and strategic direction for the College, and will represent and advocate for the College in various venues including university-wide committees and working groups focused on academic affairs.

The Associate Dean for Academic Affairs will serve on college and university committees and perform other duties as assigned by the Dean.

This position provides leadership and specific administrative oversight for the following areas:

Developing, establishing, and modifying courses and curricula within the College. Serve as a resource for faculty on the development and approval of new courses and curricula, including all necessary paperwork;

Liaising with Registration and Records, including responsibility for course scheduling, schedule revision, grade change requests, study abroad approvals, semester withdrawal, and the like.

Liaising with Admissions and the Graduate School, implementation of processes for recruitment, retention, and overall success of students.

Advising support for faculty and students, and student professional development; implementation and management of co-curricular activities related to an engaged student experience.

Supporting new and existing efforts to increase the diversity of the student body in the college, working in coordination with the Associate Dean for Diversity and Inclusion and other college personnel.

Coordinating undergraduate scholarship recipient selection across the College and serving as leader of the College Scholarship Selection Committee, working with the Assistant Dean for College Advancement as needed to make maximum use of the funds available and to meet all gift requirements.

Coordinating University Assessment processes for all academic programs across the College and assisting with efforts to use the data collected for continuous improvement.

Participating in the onboarding of new faculty in the College and providing ongoing support to faculty for successful teaching career development.

Working with the Dean, the College Advancement Office and the College leadership team to attract resources from the private sector in support of the College mission.