

College/School Deans at Loyola Marymount University

As the chief academic and executive officer of a college or school, the Dean is responsible for the vitality and administration of all programs and activities within the college or school. In partnership with the Board of Trustees and the President, the Dean leads college/school efforts to advance the University's mission and to achieve University goals.

In consultation with the faculty, the Dean is responsible for

- Developing, implementing, and revising a strategic plan that advances the mission of the college/school as a whole, ties the college/school mission to the University's mission and identity, and advances University-wide priorities.
- Ensuring that college/school educational programs are exceptional in quality and designed to meet the needs of the University's diverse student population.
- Promoting high standards in teaching and scholarship.
- Recommending the appointment of all faculty under his or her jurisdiction.
- Managing faculty workload, disseminating resources to faculty, and periodically evaluating faculty in the areas of teaching, scholarship, and service.
- Making recommendations on promotion and tenure of faculty.
- Recommending the appointment of department Chairs.
- Ensuring that college/school policies and procedures are consistent with those of the University.
- Establishing and maintaining a cooperative, collegial work climate that enhances communication, trust, and productivity of and among faculty and staff.

The Dean is also responsible for

- Donor development and fundraising.
- Representing the college/school to internal and external constituencies.
- Preparing and administering the annual budgets of the college/school.
- Periodic evaluation of staff performance related to assigned duties.
- Working collaboratively with fellow Deans and other administrators.
- Serving as a member of the Deans Council.
- Other activities that affect the quality and reputation of the college/school.

The Dean may appoint Associate Deans and staff members to assist in the administration of his or her college/school and determine the responsibilities of each.

Deans are appointed by the President and report directly to the Executive vice President & Provost.