



Dean, College of Arts and Sciences

Position Description

The University of Memphis (UofM) seeks nominations and applications for the position of Dean of the College of Arts and Sciences. The University is pursuing an innovative and dynamic Dean to provide strategic and visionary leadership for the College. The desired candidate will have a proven track record of delivering results, making measurable impacts, implementing innovative solutions, professionally developing their team members and working collaboratively across a complex organization and a broad range of community stakeholders.

The University of Memphis

The University of Memphis is a leading, student-centered, urban public research institution. Located in Memphis, Tennessee, the University serves a population of close to 20,000 students and 2,700 full-time employees, including more than 1,000 full-time faculty; offers bachelor's degrees in more than 250 areas of study, master's degrees in more than 50 subjects and doctoral degrees in 26 disciplines; supported an institutional record of more than \$100M in research expenditures for FY24, and has an operating budget of \$500 million.

The UofM is one of two Carnegie R1 public flagship universities in the state of Tennessee. From record-breaking fundraising to all-time-high retention and graduation rates to rising national rankings and research excellence, the progress and upward trajectory of the UofM cannot be denied. Located in the heart of culture-rich Memphis, the UofM is experiencing significant growth and development — a huge transformation since our founding in 1912.

The University's Central Campus is located on 1,160 acres in a quiet residential neighborhood in Memphis. The UofM also maintains a campus in Jackson, Tennessee (UofM Lambuth) and offers many highly ranked degree programs online through UofM Global.

Position

Reporting directly to the Provost, the Dean is responsible for providing the academic leadership and vision necessary for setting strategic, operational and financial directions of the College. This includes strategic planning, personnel hiring and evaluation, faculty management, student success, academic program development, facilitation of research and scholarship, professional accreditations, interdisciplinary collaborations, and fiscal management and efficiency. The Dean has overall responsibility for developing an effective collegial environment that promotes excellence in research, teaching and service.

The next Dean will have a remarkable opportunity to collaborate with colleagues across campus to foster innovative teaching and research, build regional and international connections, foster and develop industry collaborations, and deliver interdisciplinary programming, addressing the needs of students and faculty with a global perspective.

The Dean will be a visionary leader and an integral part of the community, college, and surrounding region, with several opportunities to significantly impact the continuing growth and success of the College. As the Chief Academic and Administrative Officer, the Dean oversees all matters related to educational, scholarly, budgetary, and administrative affairs.

Duties and Responsibilities

- Provide strategic oversight and expertise for all aspects of the College, including representation of the College within the University of Memphis and beyond.
- Lead the strategic planning, growth, and development of the College in a visionary, inclusive, innovative, entrepreneurial, and fiscally sustainable manner.
- Understand complex budgetary decisions with an ability to think critically and responsibly to ensure sound resource allocation and problem solving.
- Collaborate effectively throughout the College and across the University, maximizing student and faculty opportunities.
- Communicate clearly, consistently, and transparently both up and down the organizational structure.
- Ensure that the College has effective programs of student recruitment, retention, advising and student success activities.
- Engage in and promote fundraising and development activities to support the vision and mission of the College.
- Manage recruitment and retention of key personnel for expansion and innovation of future research and teaching endeavors.
- Build a strong network of community alliances and draw upon this network to shape the future of the College across its missions.
- Support and cooperate in a mutually beneficial relationship with alumni, professional associations, and other organizations and community leaders.
- Encourage and prioritize faculty research and grant writing activity through professional development opportunities and hands-on leadership.
- Lead global and local engagement, undergraduate and graduate education and success, and faculty, staff and student development.
- Work with faculty to ensure intentionality in undergraduate and graduate curricular improvement and innovation.
- Support compliance with accreditation standards for College programs.
- Lead with integrity and transparency, and with consistency of actions, values, methods, measures, principles, expectations, and outcomes.

Qualifications

The successful candidate must possess an earned doctorate or equivalent terminal degree from an accredited institution and a record of scholarship commensurate with the rank of Full Professor with tenure in the College. The Dean must also demonstrate a proven track record of progressive and effective leadership within an academic setting. In addition, it is preferred that the Dean possess the following:

- A record of proven, transformative, and entrepreneurial leadership with the ability to articulate a compelling vision and to engage all constituencies in support of that vision.
- Demonstrated experience overseeing strategic planning and personnel management.
- Strong financial acumen with demonstrated experience managing complex budgets and fiscal matters, and the ability to allocate resources effectively.
- Demonstrated accomplishment in fostering excellence in undergraduate and/or graduate teaching, learning and student success, including retention and graduation rates.
- Ability to promote and facilitate high research activity while maintaining excellence in teaching.
- Proven capacity to develop new revenue streams including private fundraising and solicitation of grants and contracts.
- Ability to foster external relations activities by cultivating relationships with alumni, individual donors, corporations, and other stakeholders while collaborating with local, statewide, national and international professional communities.
- Exposure to interprofessional collaboration and the ability to work collaboratively with other academic units across campus.
- Ability to work effectively with faculty, students, staff, alumni, community stakeholders and partners to advance the College's mission and create a positive working and learning environment.
- Experience with and an understanding of the diverse academic disciplines represented in the College.
- Commitment to shared governance and inclusion of relevant stakeholders in decision making processes.
- Strong communication skills, both oral and written, and a commitment to openness and transparency.
- Familiarity with successfully leading and organizing accreditation activities.
- Desire to be present and visible, nurturing a strong academic and collegial culture among faculty, staff, and students, while also engaging in external responsibilities.

College of Arts and Sciences

The College of Arts and Sciences (CAS) is the largest college at the University of Memphis, serving as a vibrant hub for research and innovation. It comprises 24 academic units, ROTC programs, and several research centers, including two Centers of Excellence. The College plays a crucial role in shaping the majority of the university's undergraduate curriculum.

Each year, the college offers over a quarter of a million credit hours of instruction and awards nearly 1,100 bachelor's degrees. CAS is dedicated to providing a solid general education across the humanities, social sciences, mathematics and natural sciences, ensuring the academic growth of its students.

The college is organized into three divisions: Humanities, Natural Sciences, and Social Sciences, each offering a wide range of programs. This dynamic academic environment, enriched by the unique backdrop of Memphis, TN, reflects the college's lively and engaging atmosphere. An overview of each division is below:

Humanities

The Humanities Division (for more information click [here](#)) includes programs that explore the history of human culture, thought, and expression. Students studying humanities have opportunities to understand themselves better, their society, and the world around them. Critical skills emphasized by the programs in this division include:

- Development of critical thinking skills, including analyzing, evaluating and synthesizing information.
- Enhancing students' oral and written communication abilities.
- Deeper understanding and appreciation for various cultures and perspectives.

The Humanities Division programs housed in the College of Arts and Sciences are:

- English
- History
- Philosophy
- World Languages and Literature

Natural Sciences

The Natural Sciences Division (for more information click [here](#)) encompasses the study of the physical world around us, including the disciplines of Computer and Data Science. Students studying natural sciences can expect to develop skills critical to addressing complex scientific challenges and preparing for careers in science, technology, engineering, and mathematics (STEM) fields. Some of these skills include:

- Understanding and applying the scientific process to conduct experiments, analyze data and draw conclusions.
- Enhancing problem-solving skills through the application of scientific principles.
- Fostering a deeper understanding of current scientific technology and its real-world applications.

The Natural Sciences programs housed in the College of Arts and Sciences are:

- Biological Sciences
- Center for Earthquake Research and Information (CERI)
- Chemistry

- Computer Science
- Earth Sciences
- Mathematical Sciences
- Physics and Material Science

Social Sciences

The Social Sciences Division (for more information click [here](#)) studies human communities, behavior and interactions. Students studying social sciences can expect to gain a deeper understanding of society -- including its challenges and potential for change and growth. The Social Sciences programs housed in the College of Arts and Sciences are:

- Anthropology
- City and Regional Planning
- Criminology and Criminal Justice
- Political Science
- Psychology
- Public and Nonprofit Administration
- Sociology
- School of Social Work
- Urban Affairs

Application Process

The Dean Search Committee invites nominations and applications (a letter of interest, curriculum vitae, and the names and contact information of five or more references) to be submitted to the search firm assisting the University of Memphis. References will not be contacted without prior knowledge and approval of candidates. Confidential review of materials will begin immediately and continue until the position is filled. It is preferred that all nominations and applications be submitted by **Friday, January 16, 2026**.

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