

DEAN, UHM

The Dean is a key member of the Chancellor's executive leadership team and is charged with providing academic and administrative leadership for the college/school, serving as an active supporter and proponent of the missions and goals of the Mānoa campus and the University of Hawai'i system, and promoting the University's commitment to diversity, equity, and cultural values.

As the senior manager for the college/school, the Dean is the lead facilitator and coordinator of the academic, curricular, research and service programs, and is responsible for all college/school administrative matters, including human resources management, space utilization, financial management, and budget planning and execution. The Dean must ensure that the academic/instruction, research and service responsibilities of the faculty members and the duties and responsibilities of staff are performed at the highest level of achievement, to support and enhance the education of students; contribute to the community; and support the institution and the overall strategic missions of the college/school. The scope of responsibility includes, but is not limited to, providing effective leadership, direction, and support in establishing, communicating, achieving short- and long-term development goals and initiatives to promote the academic, research, and community service missions for the college/school and the Mānoa campus; developing and maintaining excellence in instructional and research programs through the recruitment and retention of highly quality faculty and staff; building positive faculty and staff morale; securing appropriate funding from State, Federal, corporate, and private sources; ensuring active and productive annual giving programs in cooperation/collaboration with The University of Hawai'i Foundation; promoting active communications with alumni; establishing positive, proactive relationships with potential donors and sponsors; and coordinating activities with local, national, and international organizations to promote the college/school. The Dean is also expected to actively engage in research, scholarship, and/or professional activity in the subject area of the respective college/school. This expected commitment is in line with the academic and management nature of the position.

Inherent in the Dean's leadership role as a senior member of the Chancellor's team is also the commitment and responsibility to ensure the advancement of the strategic plans of the University of Hawai'i at Mānoa (UHM) campus as well as that of the University of Hawai'i system. This includes assuring that the college/school's overall goals and missions are aligned with and supportive of the UHM campus and University of Hawai'i system strategic missions and development goals. While the Dean is the administrative standard bearer for the college/school, it is imperative that the overarching commitment be to the University of Hawai'i at Mānoa. As such, the Dean must positively support the campus vision, mission, and goals and clearly articulate the broader perspective and responsibility to the faculty members and staff within the respective college/school. The Dean must judiciously balance the best interests of the college/school with those of the campus, system, and community.

The Dean is also responsible for promoting the University's commitment to diversity, equity and cultural values. Given the unique character and location of the University of Hawai'i at Mānoa in the Pacific region, the Dean is expected to embrace the cultural diversity of the University's constituencies, and become readily knowledgeable about the islands, its people, and Hawai'i's role in the international arena.

In accordance with the Board of Regents' action taken on January 17, 2003, this class is established effective January 21, 2003.



President, University of Hawai'i

03/10/03

Date