

Associate Dean for Academic and Student Affairs
The University of Tennessee

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Posted Jul. 29, 2025, set to expire Nov. 30, 2025

Job Title	Associate Dean for Academic and Student Affairs
Department	College of Veterinary Medicine
Institution	The University of Tennessee Knoxville, Tennessee
Date Posted	Jul. 29, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate Professor Professor Associate/Assistant Dean
Academic Field(s)	Veterinary Medicine - General
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Job Description

The University of Tennessee invites applications from qualified individuals for the position of Associate Dean for Academic and Student Affairs, a full-time tenured, tenure-track, or non-tenure track appointment as an associate professor or professor in the College of Veterinary Medicine. A detailed prospectus regarding this position can be found [here](#).

The position offers candidates the opportunity to lead multiple constituencies and further develop a contemporary, diverse, progressive academic program to enhance the success of University of Tennessee College of Veterinary Medicine graduates.

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The position oversees all personnel and activities within the Office for Academic and Student Affairs, serves as a full member of the college administrative executive team, and reports directly to the Dean.

The successful candidate will:

- Assure the quality and coordinate activities related to the professional degree curriculums (currently DVM professional degree with potential for a veterinary technician degree program in the future) including:
 - Curriculum structure, curriculum content, and the application of educational policies, procedures, and academic standards in compliance with the university, accreditors, and/or state and federal law
 - Assessment of preclinical course material and professional skills and required veterinary student clinical competency skills and entrustable professional activities
 - Management and mentorship of associated personnel and committee leaders
 - Maintenance and reporting of compliance with accreditation standards
 - Graduation audits and graduation activities
- Oversee the recruitment, admission, advancement, retention, and advocacy of veterinary students (and potential future veterinary technician students), including:
 - Maintaining and improving contemporary holistic admissions practices consistent with applicable university, state and federal law
 - Ensuring effective faculty advising and mentoring of students
 - Ensuring students complete the curriculum according to academic standards and facilitating remediation, when needed
 - Oversight of student organizations
 - Oversight of major student events
- Promote and oversee interprofessional training opportunities within the curriculum
- Manage the annual and carryforward budgets for the Office for Academic and Student Affairs and Simulation Laboratory instructional expenses
- Oversee annual distribution of college student scholarships and awards
- Ensure ongoing and progressive measurement, reporting and response to a robust outcomes assessment program
- Oversee college instructional facilities and information technology resources
- Actively promote compliance with college and university policies and procedures
- Provide significant support and guidance to the Admissions, Curriculum, Scholarship and Awards, and Assessment committees.

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- Work cooperatively with college alumni, veterinary and other professional associations, other veterinary medical colleges/schools, public and corporate organizations, legislative bodies, and the college's advisory board to advance the DVM degree program

The position is currently supported by a team of professionals dedicated to the mission of the Office including the CVM Budget Director, an Assistant Dean for Students, Director of Admissions and Enrollment, Director of Interprofessional Education, Coordinator of Curriculum and Assessment, Preclinical and Clinical Program Coordinators, Simulation Laboratory personnel and administrative support personnel for admissions, assessment, student safety and accounting services.

EEO/AA Policy

All qualified applicants will receive equal consideration for employment and admission without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, genetic information, veteran status, and parental status, or any other characteristic protected by federal or state law. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, the University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the university.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Brooke Swarte
The University of Tennessee
2407 River Drive
Knoxville, TN 37996-4500

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Contact E-mail bswart@utk.edu