

Associate Dean for Undergraduate Academic Affairs
Tennessee Technological University

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Posted Sep. 26, 2025, set to expire Feb. 8, 2026

Job Title	Associate Dean for Undergraduate Academic Affairs
Department	College of Engineering Dean's Office
Institution	Tennessee Technological University Cookeville, Tennessee
Date Posted	Sep. 26, 2025
Application Deadline	Open Until filled
Position Start Date	Jul. 1, 2026
Job Categories	Associate/Assistant Dean
Academic Field(s)	Academic Affairs
Job Website	https://jobs.tntech.edu
Apply Online Here	https://jobs.tntech.edu
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Job Description	

Description:

The Associate Dean for Undergraduate Academic Affairs is a member of the college leadership team responsible for oversight of all undergraduate academic programs within the college. The position is also responsible for oversight of all inter-disciplinary and online programs in which the college is involved at the undergraduate level as well as recruitment and retention programs leveraging the Student Success Center. Tennessee Tech is an Equal Opportunity/Affirmative Action employer.

Job Responsibilities:

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Be a leader in providing a vision and establishing mechanisms for execution of plans concerning academic affairs. This includes review and improvement of ongoing academic programs; leading and supporting the initiation of new academic programs; exploration, adoption and implementation of digital tools/software to enhance efficiencies and the quality of undergraduate programs; and developing programs to ensure student success in and outside of the classroom and as graduated professionals. Provide oversight for all undergraduate academic programs within the College of Engineering as well as interdisciplinary, 2+2 (and other transfer programs), and online undergraduate programs in which the College is involved, and support and supervise all accreditation and other assessment of these programs. Play a leadership role in developing programs in partnership with other Colleges in TNTech, with industry, and with other domestic and international academic institutions. Lead the College of Engineering's academic programs including retention and graduation; assessment, accreditation and program review; enrollment management; undergraduate curriculum; and academic student affairs. Oversee the academic integrity initiatives of the college and represent the college in academic integrity, grade appeal, and readmission reviews. Lead the faculty development efforts as it relates to pedagogy and academic affairs. Supervise the CoE Recruiter, Director of Student Success, and Director of Academic Advising towards increasing recruitment, student retention, instilling a sense of belonging towards enabling student success. Lead the summer and outreach activities in coordination with the College of Engineering Recruiter. Represent the COE in various University Committees. Review department websites and publications to ensure that they are in full compliance with university policies and regulations and compliant as set forth by the accreditation agencies.

Minimum Qualifications:

Earned doctorate from an accredited institution in an engineering, engineering technology, or computer science discipline. Ability to obtain the rank of tenured Associate Professor or above in one of the academic

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departments in the COE. Ten years of faculty experience, at least three in a leadership role.

Experience with

curriculum and teaching. Leadership experience and skills. Creative problem solving. Demonstrated experience obtaining and utilizing in-depth knowledge of curriculum and academic rules, regulations and

processes. Demonstrated ability and interest in supporting the breadth of all students and their needs.

Preferred Qualifications:

Familiarity with the disciplines represented in the COE. Commitment to undergraduate student success, community engagement, and to fostering a collaborative culture. Demonstrated ability to identify opportunities, establish priorities, and lead innovative strategic efforts critical to the success of College's academic programs. Experience with student advising.

About the College of Engineering at Tennessee Tech:

The College of Engineering is undergoing a substantial transformation in growing programs (Nuclear, Industrial, Aerospace, etc.), enrollments (18% over 5 years to a total of 3239 students), and research dollars

(2.75x over 5 years to \$11.8M in FY '24, averaging nearly \$40M/year the past four years). The college recently (2024) opened a 7th building, the Ashraf Islam Engineering Building and is in the process of building the Advanced Construction and Manufacturing Engineering Building. These designs are focused

on engineering on display, growing enrollment, and a cross-disciplinary collaboration and education.

EEO/AA Policy

Tennessee Tech is an Equal Opportunity/Affirmative Action employer.

Contact Information

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

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