

**Dean of Humanities**  
Faculty of Arts and Sciences, Yale University  
Description of Responsibilities

*September 2023*

**Divisional oversight**

- Oversee the day-to-day well-being and mid- and long-term planning of the humanities units in the FAS, including Classics; Comparative Literature; East Asian Languages and Literatures; English; Film and Media Studies; French; Germanic Languages and Literatures; History; History of Science, Medicine, and Public Health; History of Art; Humanities; Jewish Studies; Italian Language and Literature; Music; Near Eastern Languages and Civilizations; Philosophy; Religious Studies; Slavic Languages and Literatures; Spanish and Portuguese; and Theater and Performance Studies.
- Oversee (in conjunction with the FAS Dean of Social Science where appropriate) the day-to-day well-being and mid- and long-term planning of certain cross-divisional programs in the FAS, including African American Studies; American Studies; Ethnicity, Race, and Migration; and Women's, Gender and Sexuality Studies.
- Advise the FAS Dean and President on the selection of department or program chair for each of these units.
- Oversee faculty hiring plans, hiring processes, offers, recruitments and retentions in these units, including recommendations of salary, space, and start-up and retention packages.
- Oversee the lifecycle of ladder and instructional faculty in these units, including hiring, promotion, tenure and retirement. Oversee the process of salary-setting in these units.
- Advise the Lead Administrator for the FAS Humanities on issues of humanities departmental and program staffing, as appropriate.
- Advise representatives of the Provost's office on issues of space and renovation priorities for FAS humanities departments and programs, as appropriate.
- Chair the relevant area advisory committee (HAC), and, with the Dean of the FAS, lead the relevant tenure appointments and promotions committee (HTAC).
- Working with the FAS Dean for Faculty Development and Diversity, ensure that faculty excellence and faculty diversity remain central to all aspects of the FAS faculty lifecycle.

**FAS and university arts and humanities strategy**

- Collaborate with chairs, faculty and members of the administration to guide cross-departmental collaborations and cross-disciplinary initiatives among the FAS humanities units.
- In conjunction with the FAS Dean, coordinate as appropriate with arts and humanities and other central units on campus – including the arts and professional schools; the galleries, libraries, institutes and collections; and other units – to help Yale support and develop campus-wide arts and humanities resources and initiatives, and to allocate resources in accordance with priorities.
- Participate as appropriate as one of the FAS representatives on FAS, provostial, and campus-wide standing and *ad hoc* committees and meetings regarding campus-wide arts and humanities practice and strategy.

### **External relations**

- Work with foundations, donors, and other units on projects, grant proposals, and initiatives in support of the arts and humanities in the FAS and at Yale.
- Coordinate with the Office of Public Affairs and Communication (OPAC), the *Yale Alumni Magazine*, and other relevant venues to ensure that the achievements of the FAS humanities departments are publicized and celebrated.
- Represent Yale's FAS humanities division at regional, national, and international meetings and events.

### **FAS and university leadership**

- Sit on the major FAS committees, including FAS Steering (which oversees matters of FAS policy) and the Faculty Resource Committee (which oversees the allocation of FAS searches).
- Along with the FAS deans of Social Science and Science, meet regularly with the Dean of the FAS to coordinate FAS-wide goals, strategies, policies and practices.
- Work to foster university-wide priorities, including diversity and accessibility; academic excellence and innovation; and cross-departmental, cross-divisional, and cross-school intellectual synergies.
- Take on other duties as assigned to support the academic mission and administration of the FAS and the university.

September 2023  
Office of the FAS Dean  
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