

POSITION SPECIFICATION
**ASSOCIATE DEAN OF ACADEMIC
AND STUDENT AFFAIRS**
COLLEGE OF VETERINARY MEDICINE

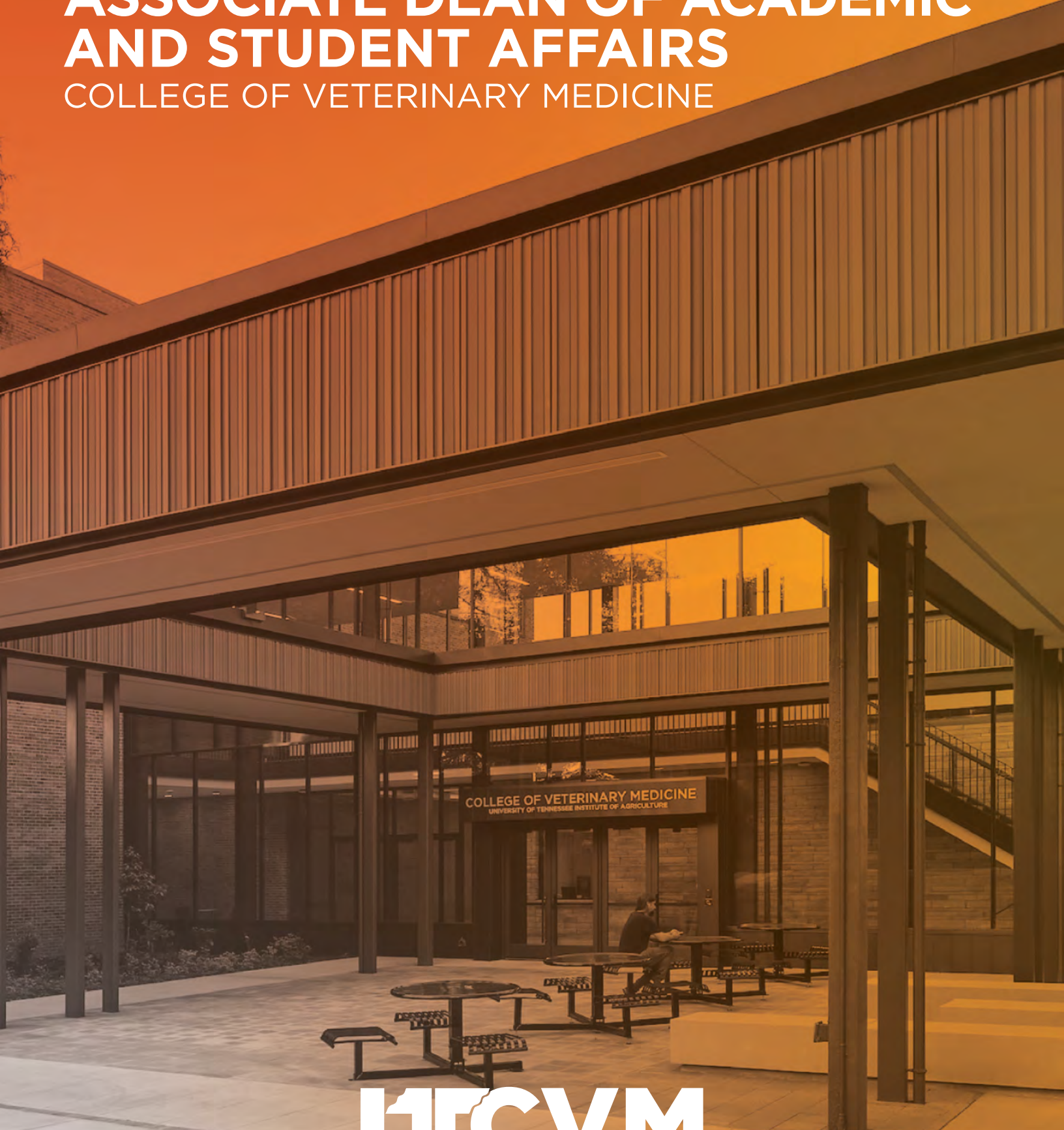


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The background of the page features a photograph of the University of Tennessee Veterinary Medical Center. In the foreground, a brick wall with the center's name in large, raised letters sits on a grassy lawn. Behind the wall, two tall flagpoles stand against a blue sky with scattered clouds. The top pole flies the United States flag, and the bottom pole flies the state flag of Tennessee, which is red with a blue circle containing three white stars. Lush green trees are visible behind the flags.

THE OPPORTUNITY

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.

With a workforce of 500 faculty and staff, CVM strives to educate talented biomedical scientists and veterinarians, protect public health, enhance medical knowledge, and generate economic benefits to the state and the nation.

The Associate Dean of Academic Affairs will join CVM at a time of enormous opportunity and potential impact as CVM is positioned for enrollment growth and academic program enhancement over the decades to come. Information about CVM programs and personnel may be found at vetmed.tennessee.edu.


Improving animal, human, and environmental health.

The CVM mission is focused on advancing animal, human, and environmental health. The mission is accomplished through educating students in the art and science of veterinary medicine and related biomedical sciences; discovering and disseminating new knowledge to veterinarians and others, and providing exceptional veterinary care to animals. CVM supports our stakeholders through outreach activities and life-long learning.

We strive to create and sustain a college environment supportive of each individual's professional and personal growth, where all students, staff, and faculty are encouraged to expand their knowledge, to deliver exceptional service, and to enjoy life beyond the work environment.

Respect

Commitment

EACH YEAR
70%  **OF INCOMING STUDENTS**
are Tennesseans



- - Number of alumni practicing in TN counties



THE **ROLE**

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.

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 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.

The Office of Academic and Student Affairs is a vibrant hub within the college and provides a full complement of academic and student support services through the efforts of dedicated, professional faculty and staff. The DVM degree program is unique to the University of Tennessee System and contributes significantly to the advancement of both the University of Tennessee Institute of Agriculture and the University of Tennessee, Knoxville.

STRONG GRADUATE STUDENT ENROLLMENT

338 DVM STUDENTS
14 MASTER'S STUDENTS
39 PHD STUDENTS

VETERINARY MEDICINE CASELOAD

21,947 SMALL ANIMALS
2,022 EXOTIC ANIMALS
3,374 LARGE ANIMALS
9553 FIELD SERVICE ANIMALS

VOLVet FAST FACTS

UT COLLEGE OF VETERINARY MEDICINE

EDUCATING
STUDENTS FROM
the US, CANADA
AND BEYOND



**CUTTING
EDGE
TEACHING
SPACE**



**21 STUDENT
ORGANIZATIONS
AND GROWING**



ELECTIVE OPTIONS

SMALL ANIMAL | LARGE ANIMAL | BIOMEDICAL & DIAGNOSTICS
DVM • MPH • PhD • MS



96% 10YR. AVG.
NAVLE PASS RATE



38,000+
ANIMALS TREATED
ANNUALLY

Since 2001

UTCVM faculty have been awarded over

**900 GRANTS AND
CONTRACTS**



**SOME OF OUR
PARTNERSHIPS
AND OUTREACH
INCLUDE**



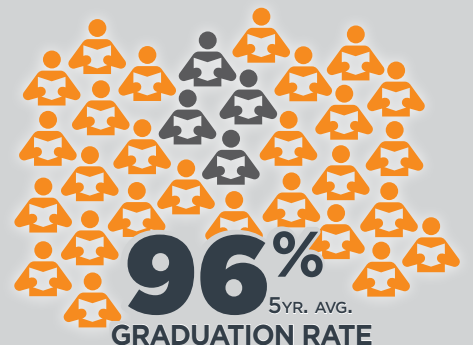
Veterinary Summer
EXPERIENCE
PROGRAM



68 WEEK
CLINIC
CURRICULUM
PHASE



**RESEARCH
ABROAD
OPPORTUNITIES**



96% 5YR. AVG.
GRADUATION RATE

Mobile Spay & **NEUTER**
Clinic

AVG. **20** MOBILE SURGERIES
PER STUDENT



UTCVM
INSTITUTE OF AGRICULTURE
THE UNIVERSITY OF TENNESSEE



The human-animal relationship is something that can greatly enhance one's life, as well as contribute to some significant challenges. Since 2002, UT Veterinary Social Work has been working with animal owners, veterinary teams, and community members to navigate the variety of situations that arise where humans and animals connect.

VETERINARY SOCIAL WORK SERVICES



One of the most important aspects of the Center is Veterinary Social Work Services (VSWS). It is through VSWS that the Center provides direct services, which includes social support for both individuals and groups who are coping with animal-related issues. VSWS has two veterinary social workers on staff who work in the UT Veterinary Medical Center. In addition to being available for clients, students, faculty, and staff of the UT College of Veterinary Medicine, VSWS also provides support for animal caregivers and veterinary professionals in the community.

SERVICES INCLUDE:

Pet Loss Support Groups

a monthly online support group open to anyone who has experienced the loss of an animal, and people are welcome to attend as many or as few sessions as they find helpful.

Support
Group
Sign-up



Special Events

Check out our website for information about special events including National Pet Memorial Day, which is the second Sunday in September.

Individual Sessions

For animal owners
For those in animal care and animal welfare professions

Counseling
Sessions



Dedicated Helpline

8am - 5pm M-F

865-755-8839

Please leave a voicemail including your name, number, and a brief message about why you are calling.

vetsocialwork@utk.edu | tiny.utk.edu/vet-social-work





QUALIFICATIONS

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 carry forward 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.
- 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

Eligible candidates must hold or have held a tenured, tenure-track, or non-tenure-track faculty appointment in a college or school of veterinary medicine at the rank of associate professor or higher and must have earned a DVM, PhD or similar professional degree. Candidates must possess educational, leadership, and/or administrative skills, the ability to work in a team environment, a commitment to excellence in veterinary professional education, and a willingness to develop new and innovative educational programs and teaching methods. They should have a proven ability to exercise sound and fair judgment in complex situations.

COMPENSATION AND BENEFITS

Salary and rank will be commensurate with training and experience.

Additionally, Tennessee residents do not pay a state income tax. For more information on the University of Tennessee's benefits, visit hr.tennessee.edu/benefits.

APPLICATION PROCESS

Applications should formally apply via Interfolio at tiny.utk.edu/VetMedPosition and include a letter of intent, curriculum vitae, and names and contact information for four (4) professional references. Applications and nominations will be accepted until the position is filled, but to be assured of full consideration, all materials should be submitted by **Sunday, September 21, 2025**. Nominations and confidential inquiries are encouraged and may be sent via e-mail to Brooke Swart, Manager, Executive Search, at bswart@utk.edu.

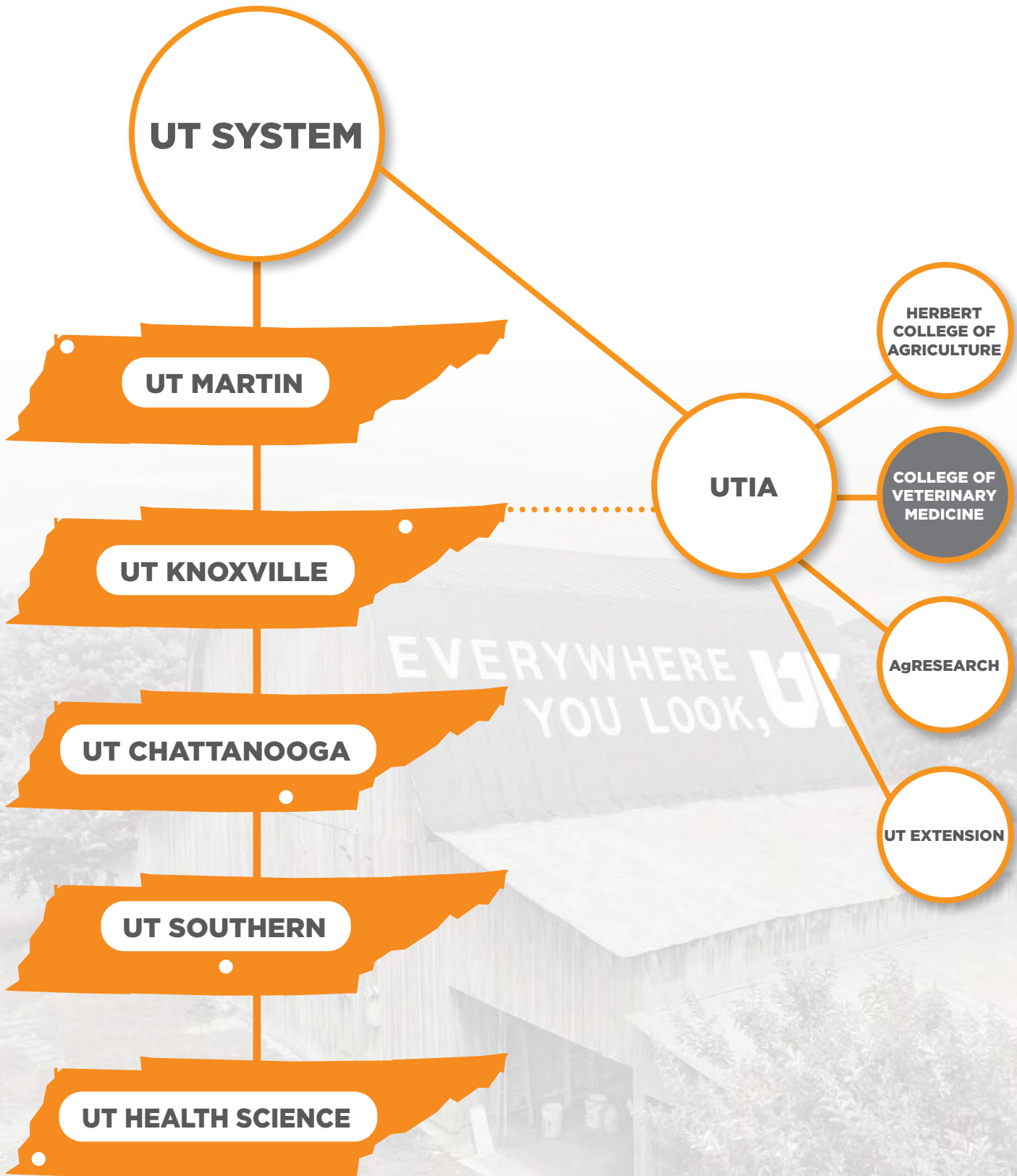


The University of Tennessee is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA institution in the provision of its education and employment programs and services. All qualified applicants will receive equal consideration for employment without regard to, and will not be discriminated against on the basis of, race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), ADEA (age), sexual orientation, or veteran status should be directed to the (EEO). Requests for accommodation of a disability should be directed to the ADA Coordinator at the [EEO office](#).

UNIVERSITY STRUCTURE

With five unique campuses across Tennessee,
the UT System offers something for everyone.



VETERINARY STUDENT CLUBS

Veterinary students are encouraged to join these organizations; participation in our student groups/clubs is open to all students



UTCVM co-hosted the 2024 SAVMA Symposium with LMU.

- American College of Veterinary Internal Medicine (ACVIM)
- Avian and Exotics/Wildlife (AWE)
- Christian Veterinary Fellowship (CVF)
- Companion Animal Club
- Food Animal Club (FAC)
- International Association for Animal Hospice and Palliative Care (IAAHPC)
- Latinx Veterinary Medicine
- Student American Veterinary Medical Association (SAVMA)
- Pathology Club (SCACVP)
- Shelter Medicine Club
- Student American Academy of Veterinary Nutrition
- Student Chapter of the American Association of Equine Practitioners (SCAAEP)
- Student National Association of Black Veterinarians
- Student Veterinary Emergency and Critical Care Society (SVECCS)
- Surgery Club
- Theriogenology
- Veterinarians as One for an Inclusive Community for Empowerment (VOICE)
- Veterinary Anatomy Club (VAC)
- Veterinary Business Management Association (VBMA)
- Veterinary Global Public Health

KEY PARTNERS FOR YOUR SUCCESS

THE ACADEMIC AFFAIRS TEAM



Zachary Patton
Administrative Assistant
zpatton5@utk.edu
865-974-7263

Administrative Services

Meetings and calendar coordination, student information needs, academic rank or GPA information, verification of attendance, graduation ceremonies, correspondence



Kayela Golden
Recruitment & Student Engagement Coordinator
kstatom@utk.edu
865-974-9345

Student Activities

Tours, student activities, leadership development, wellness initiatives



Alicia Robino
Health and Safety Coordinator
arobino@utk.edu
865-221-0055

Health and Safety

Lab and study space safety, health and safety contact, student leave, COVID safety protocols, event support



Lars Kragness
IT Technologist
lkragness@utk.edu
865-755-7667

Instructional Support

Classroom and Zoom technology, CANVAS support, ExamSoft assessments



Candi Runyon
Preclinical Program Coordinator
crunyon2@utk.edu
865-974-5413

Preclinical Coordination

Class schedules, classrooms, exams, student events, and student support



Ashley Dalton
Clinical Placement Coordinator
adalto20@utk.edu
865-974-6417

Clinical Coordination

Rotation schedules, externships, clinical phase, student support, visiting externs



Deb Haines
Medical Illustrator
dhaines@utk.edu
865-974-0989

Medical Illustration

Illustrations, spring awards, copyright, branding and contract information, student sales and other design projects

Admissions

Admissions committee, packets and interviews, requirements, records and academic history questions, financial aid, scholarships



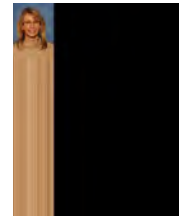
Holley Springfield
Director of Admissions & Enrollment Services
hspringf@utk.edu
865-974-7354



Julia Wyrick-Egan
Admissions Assistant
jwyricke@utk.edu
865-974-6241



Hannah Palko
Admissions Assistant
hpalko@utk.edu
865-974-2472



Dr. Virginia Corrigan
Clinical Associate Professor & Director of Interprofessional Education
vkiefer@tennessee.edu
865-974-8387

Interprofessional Education (IPE)

IPE involves students from two or more health professions learning together to promote collaborative practice and improve patient care

Curriculum & Assessment

Curriculum issues, eMedley, assessments, student accommodation information, skills logs, grade entry, and evaluations of instruction



Dr. Misty Bailey
Curriculum & Assessment Coordinator
mmcginn2@utk.edu
865-974-7446



Michelle Currier
Assessment Assistant
mcurr3@utk.edu
865-974-9380



Dr. India Lane
Associate Dean of Academic and Student Affairs (Retiring)
ilane@utk.edu
865-974-7263



Dr. ShaRonda Cooper
Assistant Dean of Students
scoope50@utk.edu
865-974-6404



Paul J. Plummer, DVM, PhD, DACVIM (LIAM), DECSHRM

Dean & Professor, College of Veterinary Medicine
University of Tennessee Institute of Agriculture

Paul Plummer, DVM, PhD, DACVIM (LIAM), DECSHRM joined UTCVM in July 2024 after serving as the associate dean of research and graduate studies for the College of Veterinary Medicine at Iowa State University as well as a professor and Anderson Endowed Chair in Veterinary Sciences in the Department of Veterinary Diagnostic and Production Animal Medicine. He is also the executive director of NIAMRRE, chair of the Presidential Advisory Council for Combating Antimicrobial Resistant Bacteria, and serves on the AVMA's Committee on Antimicrobials.

Plummer attributes his academic career in part to his early experiences growing up in both East Tennessee and Pennsylvania. As a youth, he spent his summers working cattle and goats on his family's farm in Sevierville and lived there full-time during his undergraduate studies and while attending veterinary school. He also helped his uncle on veterinary farm calls. A third-generation University of Tennessee, Knoxville, alumnus, he graduated with a bachelor's degree in microbiology in 1999 and earned his DVM from the UT College of Veterinary Medicine in 2000. He and his family maintain active farms today. Plummer's wife, Dr. Cassandra Long Plummer, is a member of the UTCVM class of 2002.

THE EXECUTIVE COMMITTEE

David Anderson, DVM, MS, DACVS, AAAS Fellow, FSLI Fellow
Associate Dean for Research and Graduate Studies

Agricola Odoi, BVM, MSc, PhD, FAHA, FACE, Dipl AVES
Assistant Dean for Research and Graduate Studies

ShaRohnda Cooper, PhD, LPC
Assistant Dean of Students

Carla Sommardahl, DVM, PhD, DACVIM
Large Animal Clinical Sciences Dept. Head

Diane Hendrix, DVM, DACVO
Small Animal Clinical Science Dept. Head

Marcy Souza, DVM, MPH, MPPA, DABVP (Avian), DACVPM
Associate Dean of Outreach and Global Engagement

India Lane, DVM, MS, EdD, DACVIM (SAIM)
Associate Dean of Academic and Student Affairs

William Thomas, DVM, MS, DACVIM (Neurology)
Small Animal Clinical Science Dept. Head

Kim Newkirk, DVM, PhD, DACVP
Biomedical and Diagnostic Sciences Dept. Head



Keith Carver, PhD

Senior Vice Chancellor and Senior Vice President
University of Tennessee Institute of Agriculture

Keith Carver is the senior vice chancellor and senior vice president of the University of Tennessee Institute of Agriculture. In this role, he oversees the Institute's four units – UT Extension, UT AgResearch, Herbert College of Agriculture and the College of Veterinary Medicine. The Institute carries out the land-grant mission of serving the citizens of Tennessee and beyond through teaching, research and outreach.

His career within the University of Tennessee System of campuses and institutes has spanned twenty-six years, most recently as chancellor at UT Martin. Prior to his appointment as chancellor, he served as executive assistant to then UT President Joe DiPietro for six years. He has held leadership positions in Knoxville, Martin and Memphis, including interim vice chancellor for development and alumni affairs at the UT Health Science Center in Memphis, assistant vice chancellor for development at UT Martin and director of development and alumni affairs for the UT College of Law in Knoxville.

ABOUT THE INSTITUTE

The UT Institute of Agriculture (UTIA) provides Real. Life. Solutions. to some of society's most pressing issues. We serve all Tennessee citizens and beyond through the work of world-renowned researchers, teachers, and experts.

The Institute began in 1968, when three agricultural units operating under the auspices of the University of Tennessee System were brought together to focus on Tennessee and its citizens. The units were the College of Agriculture (now the Herbert College of Agriculture), the Agricultural Experiment Station (now AgResearch), and the UT Agricultural Extension Service (now UT Extension), which has offices in all ninety-five counties in Tennessee. In 1974, the Tennessee legislature established the UT College of Veterinary Medicine as a fourth unit. Having this college incorporated into the structure of the Institute made it fully integrated into the food animal production and health system, further filling out UTIA's land-grant driven outreach, education, and research mission.

We also fulfill the land-grant mission through our Smith Center for International Sustainable Agriculture, which provides learning opportunities for students and outreach around the world, and our nationally recognized State Botanical Garden of Tennessee.

The state is our campus, and our vision, mission, and values are at the core of the work we do.

OUR VISION

Over the next decade (2018-2028), we will excel as an Institute by developing solutions and services that advance agriculture, education, natural resource management, human and animal health, and our communities.

To accomplish our vision, we will

- **Connect across strengths within UTIA and with partners.**
- **Focus on grand challenges and established priorities.**
- **Help people and communities adapt to an ever-changing world.**

OUR MISSION

As a land-grant Institute, we provide Real. Life. Solutions. through teaching, research, and outreach.

OUR VALUES

Respect

Science-based solutions

Diversity

Responsiveness to constituent needs

Transparency

Accountability



HERBERT COLLEGE of AGRICULTURE

Preparing tomorrow's leaders for careers in agriculture and natural resources. The college offers BS, MS, and PhD degrees provided in an experiential learning environment.

1,632 undergraduates

245 master's students

109 PhD students

COLLEGE of VETERINARY MEDICINE

Improving animal, human and environmental health.

Strong graduate student enrollment

338 DVM students

14 master's students

39 PhD students

Veterinary Medicine caseload continues to grow

21,947 small animals

2,022 exotic animals

3,374 large animals

9,553 field service animals

SMITH INTERNATIONAL CENTER

Advancing international engagement by empowering our faculty and staff to think and act globally.

\$7 million Smith Family endowment

\$1.75 Million USAID/Rwanda and Africa Sustainable Agriculture Project Foundation

Record numbers of students studying abroad—more than 20 percent of the graduating class



KNOXVILLE COMMUNITY

Nestled in the heart of the scenic Tennessee Valley, Knoxville effortlessly combines southern charm with vibrant urban living. As the third-largest city in the state, Knoxville offers a rich blend of history, culture and natural beauty. With a thriving economy, robust education system and diverse recreational opportunities, Knoxville has become a prime destination for both residents and visitors alike.

Historical Significance: Founded in 1791, Knoxville once served as the capital of Tennessee, playing a pivotal role in the nation's history. It witnessed significant events during the Civil War and the civil rights movement. Today, historic sites like James White's Fort, the Blount Mansion and the East Tennessee History Center offer a captivating glimpse into the region's past

Cultural Vibrancy:

Knoxville stands as a thriving cultural hub, celebrating the arts in all their forms. The historic Tennessee theatre, located in downtown Knoxville, hosts Broadway shows, concerts and film screenings. The Knoxville Museum of Art showcases an impressive collection of regional and contemporary art, while the East Tennessee Historical Society hosts thought-provoking exhibitions. Festivals like the Dogwood Arts Festival and the Big Ears Festival further enhance the city's cultural tapestry.

Natural Beauty: Knoxville's breathtaking natural surroundings attract outdoor enthusiasts. Situated at the foothills of the Great Smoky Mountains, the city offers access to stunning hiking trails, scenic drives and camping adventures. The Tennessee River, located nearby, provides opportunities for boating, fishing and water-sports. Urban green spaces like World's Fair Park and Ijams Nature Center offer peaceful retreats within the city limits.

Newcomer Resources:

vetmed.tennessee.edu/newcomers-resource/



STATE OF TENNESSEE

Tennessee is a state with more than 6.9 million people, four large metropolitan areas, two time zones, and an economy ranked* 16th-largest in the United States. While more Tennessee jobs and economic activity today are industrial or knowledge-based agrarian than farming and agriculture, production remains fundamental to the state's economy. Major outputs include textiles, cotton, cattle, and electrical power thanks to being home to Tennessee Valley Authority (TVA).

From the Appalachian Mountains on the eastern border, to the Mississippi River on the western border, Tennessee spans a distance of more than 400 miles. Major geographic and cultural diversity are evident from the mountainous landscape of East Tennessee to the rolling hills surrounding Nashville in middle Tennessee to the delta and farming areas of the west.

The state's four largest cities are Nashville, metropolitan area population: 1.95 million; Memphis, metropolitan area population: more than 1.3 million; Knoxville, metropolitan area population: almost 870,000; and Chattanooga, metropolitan area population: about 550,000.

Major corporations headquartered in Tennessee include TVA, Flying J/Pilot Corp., and Regal Entertainment Group based in Knoxville; Eastman Chemical based in Kingsport; Nissan's North American headquarters in Franklin; the headquarters of Caterpillar Financial, Bridgestone-Firestone, Dollar General and HCA Healthcare, all based in Nashville, and FedEx, AutoZone, International Paper, all based in Memphis.

The University of Tennessee, draws students from and boasts alumni in each of Tennessee's 95 counties. Collectively, the entire state is the campus, and overseeing all UT enterprises and maintaining relationships with the University's numerous constituencies statewide is the responsibility of the UT System president.

*Source: U.S. News and World Report Economy Rankings





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. Requests for accommodations of a disability should be directed to the Office of Equity & Diversity, 1840 Melrose Avenue Knoxville, Tennessee 37996-3560 or oed@utk.edu or (865)974-2498. Inquiries and charges of violation of Title VI (race, color and national origin), Title IX (sex), Section 504 (disability), the ADA (disability), the Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Investigation & Resolution 216 Business Incubator Building 2450 E.J. Chapman Drive Knoxville, Tennessee 37996 or (865)974-0717 or investigations@utk.edu.