College of Arts and Sciences

Dean: Laura Stephenson
- Oversees administration of CAS
- Department Chairs
- Faculty Concerns
- Faculty Hiring
- Tenure and Promotion
- Budget
- Program Review
- College Faculty Council
- Development

Associate Dean: Bruce Mactavish
- Student concerns
- Master of Liberal Studies
- Associate of Liberal Studies
- Concurrent Enrollment Program
- New Student Orientation
- Student Perception Forms
- Transfer issues
- Excessive repeats

Assistant Dean: Matt Arterburn
- Faculty travel
- Adjunct faculty
- Budget assistance
- Summer schedule
- Enrollment data analysis
- Curriculum process approvals
- Assessment and general education
- Department chair evaluation form

Senior Administrative Assistant: Chris Rhoads
- Adjunct contracts and paperwork
- Course schedules
- Course change forms
- Banner support for departments
- Master of Liberal Studies
- Concurrent Enrollment Program
- Apeiron
- Commencement
- Family Medical Leave Requests

Senior Administrative Assistant: Toni Lewis
- Travel
- Meeting/Event coordination
- New Student Orientation
- Memberships/subscriptions
- Student Perception Forms
- Bachelor of Integrated Studies
- Reception
- Purchasing
- Dean's honor roll

Communications Coordinator/Dean's Assistant: Grace Hildenbrand
- Website and social media
- Brochures and newsletters
- Assist Departments with communications
- Schedule Dean's calendar
- Scholarships
- Manage budget
- Track faculty hires, promotion and tenure
- College Faculty Council Agendas