

OFFICE OF THE DEAN

Overview

The School of Nursing Dean's Office provides support to the faculty, students, and staff to carry out the School's mission, vision, and goals as outlined in the strategic plan by ensuring that the proper resources, systems, policies, and procedures are in place to help them operate in the most efficient, but complaint manner.

The Dean facilitates the discussion with faculty, staff, and students to identify the School of Nursing's strategic plan. The Dean ensures that the plan aligns with the mission, goals, and vision of the school and the institution and communicates the School's strategic plan to UT Health's executive leadership. The Dean reviews and provides her recommendations to the President for faculty promotion and tenure based on recommendations from the Promotion, Tenure, and Appointments Committee (PTAC). The Dean serves as the final approver for the School of Nursing for internal and external agreements, contracts, hiring, and salary increases, and other School of Nursing requests prior to submission to the President, the Chief Operating Officer, and the Chief Financial Officer, or other institutional offices and/or external entities for approval.

The business office within the School of Nursing Dean's Office supports the day-to-day financial operations of the School by providing financial assistance and advice. The business office also establishes the annual operating budget for the schools based on input from the Associate and Vice Deans regarding faculty, student and staff needs as those needs support the mission, vision, and goals of the School. The business office prepares financial reports for the School and facilitates school-wide initiatives, such as renovations, office moves, technology systems refreshes, and annual inventory.