



EAST TEXAS A&M



Dean, Graduate School

POSITION PROFILE



Greenwood
Asher &
Associates



The Opportunity

The Dean of the [Graduate School](#) serves as [East Texas A&M University's](#) chief academic officer for graduate education and graduate student success. Reporting to the Provost and Vice President for Academic Affairs, the Dean provides strategic leadership for graduate enrollment, academic quality, research training, interdisciplinary graduate education, and graduate student success.

This is a compelling leadership opportunity to help shape the future of graduate education at a student-ready R2 university. Working collaboratively with academic colleges and university leadership, the Dean will advance innovative graduate programs, strengthen the University's research enterprise, expand workforce and community partnerships, and support East Texas A&M's rural-urban mission and continued strategic growth.

The next Dean will have the opportunity to develop and implement a strategic vision for graduate education; strengthen graduate enrollment, persistence, and degree completion; advance research training and interdisciplinary graduate education; and elevate the Graduate School's impact on student success, institutional competitiveness, and regional engagement.





Responsibilities and Duties

The Dean serves as the University's chief academic and administrative officer for graduate education and graduate student success. Key responsibilities include:



Provide strategic leadership for innovation in graduate education and steward the overall direction of the Graduate School.



Develop and implement a vision that advances academic excellence, graduate enrollment, research capacity, and innovation in support of the University's mission and strategic plan.



Lead graduate academic affairs, including academic standards, admissions policies, graduate assistantships, degree completion, and the awarding of graduate degrees.



Chair the Graduate Council and work collaboratively with faculty, department heads, deans, and university leadership to develop and maintain policies governing graduate education.



Oversee the review and approval of graduate curricula, theses, dissertations, graduate degree plans, and related academic requirements.



Strengthen recruitment, retention, persistence, and graduate student success through data-informed planning and continuous improvement.



Promote an exceptional graduate student experience through mentoring, professional development, research opportunities, and career preparation.



Partner with academic colleges, Enrollment Management and Student Affairs, the Office of Research and Economic Development, Financial Affairs, and external stakeholders to strengthen graduate research and interdisciplinary collaboration.



Provide leadership and stewardship for Graduate School personnel, budgets, operations, reporting, regulatory compliance, and institutional effectiveness.





Requirements



REQUIRED QUALIFICATIONS

- Earned doctorate from an accredited institution.
- Eight years of progressively responsible higher education experience, including leadership experience in graduate education, academic administration, or a related area.
- Demonstrated record of scholarly achievement and graduate faculty service.
- Experience with graduate education, academic policy, or graduate student mentoring.
- Knowledge of graduate education administration, accreditation, assessment, and applicable state and federal regulations.
- Excellent communication, interpersonal, organizational, and consensus-building skills.
- Ability to provide strategic leadership, manage multiple priorities, build collaborative relationships, communicate effectively with diverse constituencies, and interpret and apply university policies, Texas Higher Education Coordinating Board regulations, and accreditation requirements.



PREFERRED QUALIFICATIONS

- Eligibility for appointment as a tenured full professor at East Texas A&M University.
- Administrative leadership experience in graduate education or a graduate school.
- Experience supporting master's and doctoral education, including graduate curriculum development, thesis and dissertation supervision, or graduate program assessment.
- Demonstrated success in strategic planning, enrollment management, budget administration, policy development, and shared governance.
- Experience developing interdisciplinary graduate programs, expanding graduate enrollment, or advancing graduate student success initiatives.
- Experience collaborating with research administration, external partners, or funding agencies to strengthen graduate education and research.





About East Texas A&M

East Texas A&M University is a public, Carnegie-classified R2 research institution and a member of The Texas A&M University System. Founded in 1889 as a teachers' college, the university has grown into a comprehensive institution serving rural and urban communities across East Texas, the Dallas-Fort Worth region, and beyond. Its mission is to transform lives by providing accessible education in an environment where faculty and staff care deeply about student success, continuous development, and community impact. The university's [2024–2029 Strategic Plan](#) emphasizes innovation, career preparedness, social mobility, academic excellence, impactful research, and the continued advancement of competency-based education.

East Texas A&M's [Division of Academic Affairs and Provost](#) provides leadership and guidance to the university's academic colleges and divisions in the areas of teaching, research, and service. The division's vision centers on academic excellence, results-based accountability, belonging, innovation, and the transformation of lives through teaching, classroom learning, research, service, partnerships, and professional development.

The university's Provost and Vice President for Academic Affairs is [Tammi Vacha-Haase](#), Ph.D., who joined East Texas A&M in summer 2022. Dr. Vacha-Haase brings a background in teaching, research, and service, with prior leadership experience as graduate dean at Boise State University and associate graduate dean at Colorado State University. Her leadership is grounded in student success, retention, entrepreneurship, and collaborative leadership.

Vision Statement

East Texas A&M University's Division of Academic Affairs oversees administrative support and results-based accountability to ensure academic excellence and nurture a sense of belonging for all. The mission is to empower individuals to explore and pursue their passions, transforming their lives for the better. This is achieved by investing in an array of teaching, classroom learning, research, service, partnership and professional development initiatives that encourage innovation. We strive to create an environment where our faculty and staff can effectively prepare students with the necessary skills and behaviors to become career-ready graduates of the 21st century. Through our collaborative efforts, we aim to add value and impact to the Northeast Texas region and beyond.





EAST TEXAS A&M

EAST TEXAS A&M AT A GLANCE

A transformative public research university in Commerce, Texas, about 60 miles northeast of Dallas. East Texas A&M serves nearly 13,000 students through more than 140 academic degree programs.



BASICS



Location: Commerce, Texas
(about 60 miles northeast of Dallas)



Founded: 1889



Type: Public, Carnegie-classified
R2 research university



System: Texas A&M University System



Colors: Blue and gold



Mascot: Lions



STUDENT BODY



Enrollment: Nearly 13,000 students



States represented: 38



Countries represented: 61



Student-to-faculty ratio: 17:1



Student organizations: 140+



Student involvement:
3,000+ students involved



ACADEMICS



Academic degree programs: 140+



Undergraduate programs: 75+



Graduate programs: 40+



University colleges: 6



Scholarships awarded annually: \$14M



**Alumni working full-time within
12 months of graduation:** 89%



Social mobility: Top 23% in the nation



Online bachelor's programs in Texas: #2

EAST TEXAS A&M BY THE NUMBERS

\$14M

Awarded
Annually in
Scholarships

89%

Alumni Working
Full-Time within
12 Months of
Graduation

23%

Top 23% in the
Nation for
Social Mobility

17:1

Student-to-
Faculty Ratio

38

States
Represented

61

Countries
Represented



Graduate School

East Texas A&M University's Graduate School supports graduate education designed to prepare students for professional employment, teaching and administration roles, and research opportunities by deepening knowledge in a chosen field. The Graduate School advances academic quality, graduate student success, and professional growth across graduate study while connecting students to assistantships, scholarships, faculty mentorship, and research opportunities.



24

academic departments



40+

major areas of study



6

doctoral degrees



3

graduate degree levels

Master's, Specialist, and Doctoral



4

assistantship types

GAT, GAToR, GAR, and GANT



3

-university federation consortium

*East Texas A&M, Texas Woman's University,
and the University of North Texas*



Academic Profile

Graduate degrees are offered across 24 academic departments with more than 40 major areas of study. Six departments offer six doctoral degrees.



Student Support

Graduate assistantships provide financial assistance and professional growth opportunities, and graduate scholarships are available for master's- and doctoral-level students.



Shared Governance & Collaboration

The Graduate Council formulates and recommends policies and procedures related to graduate education, and East Texas A&M collaborates through the Federation of North Texas Area Universities.





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About Commerce, Texas



Population estimate
(2025):

9,800



Distance to Dallas:
about 60 miles
northeast



Mean travel time
to work:

19.9 minutes



Median home value:

\$161,600



Median gross rent:

\$909

WHY COMMERCE



COLLEGE-TOWN IDENTITY

Commerce is shaped by the presence of East Texas A&M University, bringing academic, cultural, and community energy to the city.



PARKS & RECREATION

Commerce offers well-maintained parks and recreation amenities, including Centennial Park, a walking path, disc golf, sports facilities, and a seasonal splash park.



COMMUNITY LIFE

Local amenities and events include youth sports, the Commerce Farmers Market, and community gathering spaces that support a connected, family-oriented environment.





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Application Process

Greenwood Asher & Associates®

Greenwood Asher & Associates (GA&A) is assisting East Texas A&M University in this search.

Applications and nominations are now being accepted.

How to Apply:

Please submit application materials through the GA&A [Candidate Portal](#).

Application materials should include:

- A letter of interest that clearly states the applicant's interest and qualifications for the position
- A current resume/curriculum vitae

Submission of application materials as PDF attachments is strongly encouraged.

The search will be conducted with a commitment to confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made. **For best consideration, please submit your materials by August 14th, 2026.**

Inquiries and nominations should be directed to:

Andriel Dees

Vice President of Executive Search
andrieldees@greenwoodsearch.com



Lois Stetson

Senior Executive Search Consultant
loisstetson@greenwoodsearch.com

This document represents the major duties, responsibilities, and authorities of this job, and is not intended to be a complete list of all tasks and functions. Other duties may be assigned. This job description is not an employment agreement or contract. The University has the exclusive right to alter this job description at any time without notice.

East Texas A&M University (ETAMU) states that it provides equal opportunity to all applicants, employees, students, and the public, regardless of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. ETAMU also commits to complying with all state and federal laws, as well as the Texas A&M University System's policies and regulations on equal employment opportunity and affirmative action.

For questions about equal opportunity or disability-related employment at ETAMU, you can contact the Director of Human Resources, at (903) 468-3021 or by email at HR.AffirmativeAction@etamu.edu.