What Makes a Terrific Associate Dean? One Dean’s Perspective

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Welcome to Chicago!

- New/Experienced Associate Deans
  - academic affairs associate deans
  - research/faculty development associate deans
  - student affairs associate deans
  - experiential learning associate deans
  - library associate deans
A successful associate deanship

- Improving your law school in large and small ways (student experience, faculty productivity, processes and policies)
- Getting valuable experience – build your skill set
- Building relationships inside and outside the law school
- Treating everyone fairly and with respect and empathy
- Communicating effectively (in person, via email)

[Reflect: what do you want to accomplish in your time as associate dean?]
Keeping a positive mindset

- You are providing tremendous service to your law school
- You will see colleagues and students at their best and at their worst
- Embrace reality that time as associate dean is not your own
- Take some time for yourself and your own passions
Developing a strong partnership – the “dean team”
Begins with Trust

Trust is the glue of life. It’s the most essential ingredient in effective communication. It’s the foundational principle that holds all relationships.

Stephen Covey
Candor and confidentiality are key
Giving the dean a “heads up”
Provide Mutual Support
Complement your dean’s strengths
Have a sense of humor
Some practical tips

- Sync your expectations and schedules
- Plan communication
- Clarify responsibility zones and tasks along the way
- Get and ask for increasing responsibility
Enjoy your Opportunity to Serve

Find yourself in the service of others

— Mohandas Gandhi