



**Radford**  
UNIVERSITY

College of Humanities  
and Behavioral Sciences

TO: Faculty and Staff in the College of Humanities and Behavioral Sciences  
FR: Jeff Aspelmeier, Interim Dean  
DA: March 28, 2025  
RE: Interim Dean's Report

The T&R Faculty Handbook outlines procedures for evaluations of deans (and presumably interim deans as well). Part of that process includes the dean submitting a report of their activities over the past year to the college faculty. My report covers the time period from August 1<sup>st</sup> to present. Over the past 8 months, I have been involved in the following:

#### Budgeting

- Allocate College Budget
- Requested funding for more than \$100,000 in new initiatives.
- ETF Requests (\$121,000 in total requests)

#### Staffing

- Successfully Advocating for Faculty Positions.
- Support for Seven Faculty Searches
- Faculty/Chair/Director evaluations, reappointments, and Tenure/Promotions
- Classified Staff Evaluations and Learning the new Page Up system

#### Member of Academic Affairs Leadership Team

- Attend and Contribute to Meetings
- Participated in Fall and Winter Leadership Retreats
- Member Deans Council
- Regular One-on-One meetings with Provost Usher
- Member of Roanoke Operations Team
- Member of Academic Policies and Procedures Committee - Secretary
- Represented the university at the Commonwealth Behavioral Health Workforce Commission fall meeting – Presented overview of the University's Mental Health programs.

#### College Leadership Team

- Deans office staff
- Directors, Chairs, and Program Coordinators
- Leading the College Meeting
- Established the Social Health and Integration Team working group within our leadership team.

#### Curriculum & Program Development

- Assisting with Development of Academic Year Gov School Humanities and Arts Program
- Proposal for Master of Science in Clinical Psychology
- Review of College Curriculum Proposals

#### Recruitment Events

- Open House events in October and November
- Highlander Days in March
- Family Weekend in September

#### College Events

- Organized Fall Speakers Series (with a lot of help from Kerie)
- Hosted the Alumni Awards Reception (October 4<sup>th</sup>).
- Support for Fall Wicked Festival (Nov. 14<sup>th</sup>)
- Speaker at Women's History Month Reception (March 5<sup>th</sup>)

#### Alumni Relations

- Collaborate with CHBS Alumni Advisory Board
  - Fall and Spring Board Meetings (Oct. 4<sup>th</sup>, Feb. 21<sup>st</sup>)
  - Member Executive Committee (regular meetings).
- Homecoming Alumni Village (Oct. 5<sup>th</sup>)
- Volunteer Summit – Hosted a breakout group presentation for alumni interesting in finding out more about our college (Feb. 22<sup>nd</sup>)

#### Foundation/Fundraising

- STARS Fund – Fall Campaign raised over \$9,000.
- College brought in \$244,920 in gifts over the past year, which included more than \$29,000 from 1<sup>st</sup> time donors.

#### Building/Infrastructure

- Building Maintenance
- Building Emergencies (It rained on the 4<sup>th</sup> and 5<sup>th</sup> floors/we had a fire alarm involving toast).
- Dorothy Gillespie Art Installation

It truly has been an honor to serve the college as the interim dean. This is a fantastic college, populated by amazing faculty, staff, and students, who are all doing impressive work. It has been a genuine pleasure to learn more about incredible work that my colleagues do and the needs they have. The same goes for the many incredibly talented students we have the opportunity to serve. It has also been an honor to be entrusted with advocating for our college. The success of this college is directly attributable to the strong leadership of the department chairs and school directors, the dean's office team (Kim, Stacey, and Kerie), and the admins within each of the departments and schools. I feel like my tenure as interim dean has been marked by a number of successes, but that was only possible with support of the college leadership team. I am grateful for their guidance and support, and I will continue to rely on that support as we count down the 13 weeks and 4 days till our new Dean starts.