

University Studies Faculty Chair

The primary roles of the UNST Faculty Chair are:

- To serve as coordinator of University Studies Faculty Activities.
- To advocate for the interests of University Studies Faculty.
- Represent and communicate the views of University Studies Faculty.

The University Studies Faculty Chair works in collaboration with the Director of University Studies and reports to the Director.

UNST Faculty Chair Term and Eligibility.

- The chair shall be elected by faculty whose primary appointment is in University Studies. The chair shall serve a term of three years with a limit of two terms.
- For the first two terms following the adoption of these guidelines, all UNST faculty with at least 5 years of service will be eligible to serve as chair; for subsequent elections only tenured faculty will be eligible.

UNST Faculty Chair Roles and Responsibilities.

- Work with the faculty to formulate and oversee UNST bylaws.
- Organize UNST faculty review committees (P&T and fixed term).
- Organize hiring committees and make hiring recommendations to the Director.
- Chair UNST Faculty Meetings.
- Work with the Director and levels coordinators to make teaching assignments for University Studies Faculty.
- Collaborate with the Director of University Studies and the Directors of Peer Mentors and Graduate Mentors to formulate and implement development activities for departmental faculty teaching University Studies courses.
- Coordinate process to identify exemplary faculty contributions to teaching, scholarship, and service. Make recommendations for merit pay and University-wide recognition.
- Support professional growth of University Studies faculty.
- Represent UNST faculty at meetings of the UNST Council.