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Responsible Office: Faculty Affairs

Provost and Vice

Primary Author: President for Academic
Affairs

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General Description

Purpose:

To clarify that chair terms are not extended when chairs take leave.

Definition:

Chairs are appointed by deans to lead departments. Many program directors are treated similarly to chairs in the Handbook.

Scope:

All faculty members who are appointed as Department Chairs, and Program Directors who serve in roles similar to those of Department Chairs.

Policy/Procedure

According to Section 312.3 of the University Handbook, “Chairs or directors are expected to serve no more than two (2) consecutive three-year terms.” Regardless of the length of the term, the appointment letter will specify a date by which the appointment as chair or director will end. That date will not be extended, even if the individual takes leave, takes a sabbatical, or is otherwise absent from the role of chair or director for any period of time during the term. Nothing in this policy prevents an individual from being appointed for a subsequent term, and subsequent appointment shall be guided by relevant sections of the University Handbook.

Review (Frequency and Process)

To be reviewed every five years by the deans, provost, and associate vice-president for faculty affairs.