

Duties of Chair of the Faculty – (2012)

The Chair of the Faculty presides at the meetings of the Faculty Senate and the Faculty Senate Executive Committee. He or she is responsible, with the advice of the Executive Committee, for setting the agenda and inviting guests to Senate meetings. Oversees the election of Senators, Chairs-Elect, and the Executive Committee; and appoints two members of the Executive Committee and the Parliamentarian.

The Chair of the Faculty presides at the General Faculty meeting each semester. With the Chancellor, Provost, and Senate Executive officers, he or she will set the agenda for the meetings, and oversee changes to the by-laws of the NCSU faculty.

The Chair is responsible for appointing faculty to many university standing committees and other committees in the university.

The Chair will normally represent the faculty at ceremonial events (commencements, installations) and meetings (e.g. Board of Visitors). Carries the university mace to lead the procession into commencements and reads the honorary degree recipient's texts.

The Chair reports in writing and in person to the Board of Trustees at each session, and attends the Board of Visitors meetings.

The Chair is an ex officio member of the NCSU delegation to the Faculty Assembly, and oversees NCSU elections to the Faculty Assembly.

The Chair of the Faculty is the gateway for all faculty grievances. Works with the Chair of the 604/607 Committee. Oversees the election of Grievance and Hearing panel members.

The Chair of the Faculty meets regularly with the Provost to discuss faculty issues, and, as a member of the Senate Executive Committee, with the Chancellor.

The Chair of the Faculty oversees elections to the Athletic Council.

The Chair of the Faculty is a member of the following university committees:

University Budget Advisory Committee

Tuition Review Advisory Committee

University Council

Administrative Leadership Meeting

Chancellor's Liaison Committee (Student Government)

Holladay Medal Selection Committee

Watauga Medal Selection Committee

Honorary Degree Selection Committee

Board of Governor's Teaching Award Committee

Occupational Safety and Health Council

Ad hoc responsibilities arise according to the needs of the university. In the last two years the Chairs of the Faculty have chaired or co-chaired a Provost search, the Strategic Plan and Implementation, the Academic Science Review Task Force, and sat on the core SACS review team, and the 125 Celebration committee.

Half of the Chair's salary, during the two years as Chair, is paid by the Provost. For those on a 9-month contract, there is the possibility of summer support. The Chair represents the faculty at home football games, and some basketball games.