

areas related to faculty development, implementation and discontinuance of academic programs and activities, admission criteria, retention and graduation.

DEPARTMENT CHAIRPERSONS

The department heads report to the Provost and Vice Chancellor for Academic Affairs through the deans of the designated schools/colleges. The department chairpersons are responsible for the leadership and administration of the academic departments. Engaging faculty in the strategic planning process for the academic unit is an important role. Each department head is responsible for budget development, management and allocation. Primary responsibilities of the department heads in personnel management include recruitment, hiring, faculty assignments and workload, evaluation, reward, development and professional guidance, and participation in the reappointment, promotion and tenure and post-tenure review process.

Facilities management duties include coordination and oversight of classroom and laboratory usage. The department head oversees accreditation and curricular and program development, secures external funding, and supports faculty research, teaching and service.