



Faculty Position Description

Academic Year: _____

Minot State University faculty are subject to the rules of the North Dakota State Board of Higher Education, Minot State University, and their respective department. These policies provide that performance as a faculty member is subject to review on an annual basis. Continuation of any academic appointment is contingent upon satisfactory progress toward professional goals and job performance.

Faculty Member's Name: _____

Position Title: _____

	Tenured	Tenure-Track	Special Contract	Adjunct
Type of Appointment:		9-month	12-month	Other: _____

Responsibilities are determined by the department and are subject to change based on the needs of the department. For tenure-track and tenured faculty, these responsibilities will normally include approximately 12 semester hours of assigned teaching per term, or its equivalent, and professional effort. For the _____ year, these responsibilities are summarized as follows:

Teaching

(such as Instructional Assignments, Advisement, Curriculum Development) _____% of effort

Scholarship (such as Scholarly Papers/Presentations, Research Involvement, Performances, Exhibitions)

_____% of effort

Service (such as University, Professional, Community)

_____% of effort

Administration (*please list*)

_____ % of effort

Other Responsibilities (*please list*)

_____ % of effort

Reviewed and Approved By:

Signature

Date

Faculty Member

Department Chair

VPAA's Office