



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 division/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 Division/Department and are subject to change based on the needs of the Division/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	_____	_____
Division/Department Chair	_____	_____