JOB DESCRIPTION - CHAIR OF ACADEMICS

Section 3 The Chair of Academics shall:

A. Actively seek to secure opinions and concerns of students regarding academic issues.

B. Work closely with the A.S. Vice President to address academic matters.

C. Coordinate and facilitate A.S. Academic Research Grants Boards and chair meetings to allocate research funding each semester with the Senate Academics Committee.

D. Work with the Center for Student Success to address student academic issues and to advocate for academic success on campus.

E. Supervise the Senate Academics Committee

F. Appoint delegates to various campus committees regarding academic issues from the Senate Academics Committee

G. Foster and promote inclusivity in programming and/or services.

H. Attend all Senate meetings and chair the Academics Committee of the Associated Students Senate.

I. Appoint the Honors Council President and oversee the Honors Council outside of the Associated Students Senate. The Honors Council President must have previous experience with the Honors Council.

J. Attend both spring and winter A.S. retreats.

K. Train and transition newly-appointed Chair of Academics.

L. Collaborate with other Chairs of the Associated Students Senate to assess issues that may overlap and be jointly resolved.

Bylaws of the Associated Students of the University of San Diego
Approved in Session of the Associated Students Senate, 3 May 2018
M. Perform duties as assigned by the Speaker of the Senate to facilitate and promote the operations of the Associated Students Senate.