1. The duties of the Area Chair are to foster a healthy climate within the Area for the conduct of scholarship, teaching, and service, a climate which is inclusive, and in which Area members receive equitable treatment and support.

2. The Area Chair is a member of the Dean’s Advisory Council and is the spokesperson for the Area in matters dealing with the intellectual life of the Area.

3. The Area Chair is charged with responsibility for mentoring junior faculty in the Area and for fostering and encouraging the teaching and research programs of all Area members.

4. The Area Chair serves as a member of the Area Tenure and Promotion Committee.

5. The Area Chair will provide advice and recommendations to the Associate Deans (Faculty Affairs and Accreditation) and (Graduate Studies and Research) regarding the CP/M annual review and recommendations.
6. The Area Chair will assist the Associate Deans in determining the allocation of teaching responsibilities within the Faculty.

7. In consultation with the Associate Dean (Graduate Studies and Research), the Area Chair will provide academic counselling and support for the Area’s doctoral students.

8. When requested to do so by the Dean, the Area Chair will recommend Area members for committee assignments.

The Area Chair will serve for a term of three years, not normally renewable until a further three years has elapsed.

**Member:**
Faculty
Dean’s Advisory Council
Area Tenure and Promotion Committee