Department of Anthropology, Geography and Sociology
Policy on Program Coordinator
Adopted by Department 02-27-2014

- Department policy on program coordinators yields to college and university policy where college and university program coordinator policies exist.
- Given the variety of academic programs within the department, the department chair may select program coordinators to assist in the successful operation of academic programs. Program coordinators may be named for some, all, or no academic programs within the department.
- Whether program coordinators are named, who those coordinators are, and what the responsibilities of the coordinators may be are all decisions made by the department chair. It is recommended that the department chair makes those decisions after consultation with academic program faculty and, in the case of the program coordinator’s responsibilities, the prospective coordinator.
- The department chair may request from the dean a teaching workload reduction for a program coordinator if warranted by the coordinator’s responsibilities and if the program’s number of first majors equals or exceeds the minimum required by college policy for a teaching workload reduction.