

IUP Faculty-in-Residence Program

2020-2021 Academic Year

Position Description

The Faculty-in-Residence position is a faculty position that enhances the student residential community. The Office of Residence Life welcomes interested faculty members to apply for a Faculty-in-Residence (FIR) position to serve as an academic consultant, mentor, adviser, advocate and facilitator to lead the development of an academically focused living-learning community (LLC) with support from the Residence Life staff.

Purpose

The purpose of the FIR is to provide both formal and informal resident-faculty interactions through consistent educational programming, individual and small-group advising, and casual association, which can only be accomplished by living within a residential community. These interactions provide students opportunities to approach and relate to faculty members on a more personal level, learn about resources, and enhance their confidence and ability to interact with all faculty members and others.

Eligibility for Faculty-in-Residence Program

- The Faculty-in-Residence shall be a tenured or tenure-track faculty member.
- The FIR commitment is for two semesters, ending on May 14, 2021.
- All individuals age 18 and older living in residence with the faculty member are expected to undergo background clearances.
- FIR must have a completed background clearance on file with IUP Human Resources.

Expectations of Faculty-in-Residence

The Faculty-in-Residence must have a willingness to consistently and positively interact with students in the residential setting and help establish the collegial and academic environment in the specific LLC with support from the residence life staff. This can only be accomplished by the FIR living within the community. The FIR will be expected to:

- Be present in the community
 - Although this varies by week and by time of year, on average FIRs spend about 5-10 hours/week. Examples of time include welcoming students on move-in day; attending RA staff meeting; hosting weekly social in the FIR suite or apartment or common areas; holding office hours in the residence halls; having a dinner with students, etc.
 - Be frequently visible in the community by attending programs and events hosted by the residence life staff and university.
 - Live primarily in the assigned residence hall apartment/suite during the academic year.
- Build relationships with students to become a role model and academic mentor to those who seek such relationships
 - Build individual relationships with residents by interacting with them regularly
 - Create opportunities to get to know students informally and formally by offering advising sessions in the hall Faculty-in-Residence office, hosting students in the FIR apartment, attending regular hall events.

- Schedule regular meeting with the students who seek a mentoring relationship with FIR to ensure progress.
 - Provide students with social opportunities that may include the FIR, other faculty, staff and students in the discipline. These could include individual or group meetings, departmental seminars, socials, etc.
 - Reinforce the academic strategies necessary to be successful in the academic major and discuss available resources.
- Create academic environment supported by the residence life staff to promote holistic learning
 - Establish a regular network of faculty to participate in hall events to connect students with other faculty across campus in a variety of academic disciplines.
 - Provide academic advising or mentoring to students in need.
 - Use dining hall meals to dine and interact with students.
 - Encourage other faculty members to have a presence in dining halls and residence halls.
 - Facilitate and implement a FIR series of events that are either uniquely developed for the community or accompany the community to attend a campus event deemed appropriate.
 - Encourage students to present their efforts at IUP's various undergraduate research scholars forum and professional conferences specific to the discipline.
- Serve as a resource to the residence life team
 - Provide leadership and support and offer recommendations to residence life staff members for activities, experiences, and resources that contribute to student learning and development.
 - Collaborate with residence life staff on issues relevant to individual students.
- Other responsibilities
 - Attend required training and orientation prior to the start of the fall semester as developed by Residence Life and the Center for Teaching Excellence.
 - Collaborate with residence life staff on developing an assessment plan to monitor student success in areas, such as undecided students' declaration of a major by the end of their first year, time to registration, persistence to graduation, and effective use of university resources.
 - Meet with the hall director(s) bi-weekly to discuss progress, in-hall efforts, and to stay aware of student concerns.
 - Meet with Director of Residence Life and Assistant Director for Living Learning regularly to offer information designed to improve the program and to receive support.
 - Participate in other meetings and trainings as appropriate.
 - Complete an end-of-year report detailing efforts and assessment outcomes.

Accommodations

In return for the FIR's service with the specific LLC, OHRLD will provide the following:

- Live-in accommodations (2-bedroom suite, including all utilities)
- Access to cooking facilities or a meal plan to be used in the residential dining facilities
- Allocated programming funds as available
- Office space
- Permissive pet policy

- Family members of Faculty-in-Residence to include partner and minor child(ren) are welcome in the community as space allows

Conclusion of Agreed Upon Commitment

The Faculty in Residence commitment can be concluded in one of three ways:

- The agreed upon time frame has elapsed (May 14, 2021).
- The FIR determines that the experience is not for them.
 - The FIR should first collaborate and consult with the Director of Residence Life, who may have additional information or perspective to help successfully address concerns.
 - The FIR should alert the Director of Residence Life of their intention to leave the role in writing with a specific date for the responsibilities of the role to cease.
 - The FIR, their partner and/or children will need to vacate their suite on that date. If they are unable to do so, they can continue to reside on campus, being billed for the space from the date they leave their role until the date they move out.
- Residence Life determines that the partnership is not serving students in the manner intended.
 - Residence Life will discuss concerns with the FIR in an attempt to find a mutual resolution.
 - If a resolution cannot be found, the decision to separate will be communicated with advance notice.
 - The FIR will be provided with a reasonable amount of time to relocate. If they are unable to secure alternative housing, the FIR, on behalf of their partner and/or children, can request to reside in campus housing for a period up to the end of the semester. If approved by the Director of Residence Life, an effort will be made to house them in another location on campus at a cost to the former FIR.

Training

- The successful candidate(s) will be asked to move into their residential community the weekend of August 8-9 and will begin orientation and training for their role on August 10.
- Participate in staff training and orientation for Faculty-in-Residence
- Contribute to development of program, to include on-going assessment
- Attend monthly Faculty-in-Residence lunches with Residence Life Leadership Team
- Submit an annual report summarizing activities and evaluating the program

Important Dates

Below are events that a Faculty-in-Residence is expected to attend. Once calendar dates are confirmed each year, they will be shared with the group.

- FIR training
- Welcome letter to residents before first day of class
- Residential Opening
- University Welcome
- Family Weekend
- End-of-Year Leadership Banquet