



FACULTY IN RESIDENCE

PURPOSE

Campus Living & Learning seeks to create a “truly residential campus” that provides desirable residential communities for at least 50 percent of Baylor undergraduates and that includes ample opportunity to engage with faculty beyond the classroom. The Faculty in Residence/Faculty Master position (hereafter referred to as FIR) at Baylor University exists to assist CL&L with fostering and shaping the social, cultural, and educational life within Baylor’s residential communities. As such, the FIR works collaboratively with his/her Residence Hall Director (RHD) and with CL&L leadership to nurture a heightened sense of community that fosters academic excellence, promotes faculty-student interaction, and enriches the student living experience.

With specific direction from the Associate Director for Academic Initiatives, the FIR will work closely and cooperatively with hall staff to developing avenues for: 1) community development, 2) student interaction, and 3) academic success and intellectual development of students living on campus.

QUALIFICATIONS & EXPECTATIONS

- A full-time tenured, tenure-track, or senior lecturer faculty member.
- Able and available to interact on a positive basis with students and staff in a university residential setting.
- Committed to the development of an educational residential community and environment.
- Knowledgeable of general academic requirements, procedures, and campus resources.
- A role model for adhering to all University and Student Housing policies and procedures. FIR and their family members and guests are required to adhere to housing policies and procedures.

Recommendations for FIR placement are based on successful candidacy, apartment size, family size, and residence hall program compatibility.

RESPONSIBILITIES

The responsibilities of the FIR are comprised of two important categories:

1) Community Involvement and Student Interaction:

The FIR will be known as an active member of the residential community. In collaboration with hall staff, the FIR will develop a specific plan for serving as a resource for members of the residential community. The FIR will utilize community development techniques, relationship building skills, and a positive attitude to get to know the residents of the assigned residential community.

Specific duties include:

1. Initiate and sponsor formal and informal programs within one's residential community including discussions, lectures, study breaks, or other intimate gatherings where students have the opportunity to talk with faculty or other appropriate guests.
2. As possible, attend and support other programs associated within one's residential community.
3. Provide 6-8 hours per week of student interaction and community involvement.
4. Promote, enhance, and sustain faculty involvement in the residential community by encouraging greater faculty participation and facilitating meaningful encounters between students and faculty.
5. Participate fully in Move-In activities.

2) Cooperation and Collaboration with Campus Living & Learning:

Positive relationships and frequent communication among the FIR and the hall staff and academic partners/student leadership is essential for the success of the FIR. As such, the FIR is expected to meet regularly (weekly either formally or informally) with the Residence Hall Director and interact frequently with Community Leaders. While the role does not include enforcement of residential policies, the FIR will serve as a role model and support residence hall policies by supporting staff members in their efforts to enforce community standards.

Specific duties include:

1. Attend at least one hall staff meeting each month.
2. Serve as an active member of the Faculty in Residence Council that meets approximately twice per semester.
3. Participate in an annual FIR Development/Training Retreat (in August prior to the start of the academic year) and departmental or divisional meetings as requested.

COMPENSATION

This is a ten-month, year-to-year appointment (August-May) with an annual evaluation each April. The FIR is provided year-round accommodation in an apartment within the assigned residence hall and a partial meal plan for the fall and spring semesters. The FIR apartment will serve as the primary residence, and as such, the FIR should fully reside on campus. The faculty member is encouraged to discuss with his or her department chair whether a one course per year reduction in teaching load is appropriate.

PROGRAM SUPPORT

1. **Housing:** The apartment may be partially-furnished if requested by the FIR. Utilities, local telephone service, internet and cable TV service, and FIR parking in close proximity of the assigned residence will be provided for the faculty member (and spouse, if applicable). A personal mailbox in the Bill Daniel Student Center will also be provided if the FIR so desires. The program does not cover the cost of liability insurance for personal property.
2. **Program Budget:** A budget of \$1,000 is provided for the academic year for programming purposes in order to facilitate interaction between residents and faculty. This budget is managed and distributed by CL&L, and use of the funds must follow all CL&L and Baylor University accounting procedures.
3. **Dining:** The partial meal plan includes 11 meals per week while classes are in session, along with 30 guest passes to encourage sharing meals with students and guests.
4. **Pets:** Personal pets are allowed within the Campus Living & Learning Pet Policy (attached).

ANNUAL REVIEW PROCESS

Consulting with CL&L leadership, the FIR will develop annual goals for his/her individual residential community.

Annually, each FIR will assemble a FIR portfolio that includes the following:

1. A report of progress toward achieving the year's goals (presented in the FIR's choice of format: list, narrative, etc.);
2. Any supporting documents or highlights from the year;
3. Reflection on areas of concern and suggestions for improvement;
4. Proposed goals for the upcoming year;
5. Evaluations from (at least) three students living in the residential community during the year of review (form provided);
6. If applicable, an evaluation or, alternatively, a letter from the academic dean or department director collaborating with the residential community (form provided).

In addition, in March of each calendar year, the Associate Director for Academic Initiatives, in conjunction with the Director for Campus Living & Learning (CL&L) and the Dean for Student Learning & Engagement (SL&E) will collect evaluative information from students living in the residential community, the residence hall staff (CLs, RC, RHD) and if applicable, the LLP Program Director. The evaluative information and FIR portfolio will be reviewed by the Associate Director for Academic Initiatives, Director for CL&L, and the Dean for SL&E to determine reappointment status by April 1st. If the faculty member chooses not to continue as a FIR or is not reappointed for the following academic year, the FIR apartment should be vacated by May 31st. The FIR position is a ten-month, year-to-year appointment (August 1-May 31) that can be renewed annually for up to five years upon mutual agreement. After five years, a more extensive review will occur in which the FIR, Director and Dean work to identify goals that provide ongoing vision for the Faculty Master on a year-to-year basis.

APPLICATION PROCESS

Please send a letter of interest, curriculum vitae and the names and contact information for three references (one of which should be a student) to Terri Garrett, Associate Director for Academic Initiatives, Campus Living & Learning, One Bear Place #97076.