

**Mount Saint Vincent University**  
**Nancy's Chair and Nancy's Chair Committee**  
**Terms of Reference**  
**2019**

**Preamble**

Nancy's Chair was established in 1986 to advance the equality and status of women through teaching, research, and community and professional service. The Chair is named in honour of Nancy Ruth, feminist, and activist.

**Eligibility**

The Chair holders may be any one of the following:

- a noted and established scholar;
- a promising scholar of standing in her discipline;
- a feminist of established reputation from any field of relevance to Mount Saint Vincent University.

**Responsibilities**

The Chair holder will, during the period of appointment:

- teach the equivalent of two half-unit courses a year in the Department of Women's Studies; additional teaching may be arranged by mutual agreement with the University;
- sit as an ex-officio member of the Alexa McDonough Institute Steering Committee;
- sit as an ex-officio member of the Editorial Board of Atlantis;
- deliver general public and university lectures;
- organize a conference or Mount-based event;
- engage in significant research or in professional and academic service to the general community;
- meet with the Dean of Arts and Science at least once each term to report on activities and review and plan the budget;
- produce an annual report on activities for the President and Nancy Ruth, copied to the Dean of Arts and Science, Vice-President Academic and Provost, and the Chair of the Department of Women's Studies.

Duties will be pro-rated for appointments of less than one year.

**Term of Appointment**

The term of appointment is normally for one or two years, unless otherwise negotiated.

## **Appointment Process**

Appointment to the Nancy's Chair will be in a manner similar to that outlined for regular full-time faculty in Article 18 of the MSVU FA Collective Agreement, with the Nancy's Chair Committee (excluding the Vice-President Academic and Provost) acting as the Department Appointments Committee.

## **Governance**

The Nancy's Chair will report to the Dean of the Faculty of Arts and Science and work in close consultation with the Chair of the Department of Women's Studies.

### The Nancy's Chair Committee Membership

Chair: Dean, Faculty of Arts and Science

Ex-officio Members:

- Vice-President Academic and Provost or designate
- Dean of Graduate Studies
- Chair, Department of Women's Studies

Faculty Members (three-year terms):

- One member appointed by the Department of Women's Studies from among faculty who teach Women's Studies or Women-emphasis courses
- One member appointed by the Steering Committee of the Alexa McDonough Institute
- One member at large with an interest in Women's Studies, to be elected by Senate on the recommendation of the Senate Nominations Committee

### Nancy's Chair Committee Responsibilities:

- act as the equivalent of a Department Appointment Committee (excluding the Vice-President Academic and Provost) when an appointment is to be made
- select visiting speakers when, for whatever reason, there is no incumbent Nancy's Chair
- produce an annual report for Senate
- review these Terms of Reference on a bi-annual basis