

# **The Dr. W. F. James Chair of Studies in the Pure and Applied Sciences**

## **Terms of Reference**

1. The objective of the Dr. W. F. James Chair of Studies in the Pure and Applied Sciences is the promotion of scholarly activity in the pure and applied sciences.
2. The appointee to the James Chair may be:
  - (a) a generalist of stature in society at large and of mature reputation in one of the above disciplines who would be looked upon primarily as a teacher and public lecturer;
  - (b) a noted scholar in one of the above disciplines who would be looked upon primarily as a public lecturer and researcher;
  - (c) a very promising scholar who would be considered primarily as a researcher and senior honours course teacher;
  - (d) members of the university faculty shall not normally be candidates for appointment to the James Chair.
3. The appointment to the Chair may be for any length of time to a maximum of three years.
4. The appointment of the James professor shall be in a manner similar to that of an appointment to the regular faculty. Letters of invitation and appointment shall be sent by the Academic Vice-President and Provost.
5. A statement describing the financial support paid to the James Chair professor shall accompany the letter of appointment. This statement, among other things, shall specify:
  - (a) the salary and fringe benefits which are to be paid either directly to the appointee or to the permanent employer of the appointee;
  - (b) relocation expenses;
  - (c) other expenses incidental to the appointment which the James professor may require to carry out his/her duties and responsibilities specified in the letter of appointment.

6. The James Chair professor must be prepared to give consideration to the following duties:
  - (a) public general lectures, approximately three per year;
  - (b) more specialized lectures to the University community, approximately three per year;
  - (c) the teaching of university undergraduates to a maximum of one course or seminar;
  - (d) close interaction with faculty and senior students.
7. Nominations to the James Chair may originate from hosting departments or from any member of the university community. In the latter case, the nominations must first be made to the Chair of the hosting department, and then proceed to the Committee. All nominations must be accompanied by a statement containing:
  - (a) the reasons for the nominations;
  - (b) a budgetary allowance and justification for the items mentioned in No. 5;
  - (c) as some monies may also be made available to the sponsor for collateral expenses, justification for such incidental expenses shall be submitted by the sponsor with the application and the sponsor shall be responsible for the allocation of these funds.
8. The Academic Vice-President and Provost shall inform all hosting departments of the monies available for the James Chair in any particular year.
9. The selection of the candidate for the James Chair shall proceed according to the following sequence:
  - (a) departmental nominations are to be made in writing to the Academic Vice-President and Provost normally by October 1 in any given year;
  - (b) a committee composed of the Academic Vice-President and Provost as Chair, the Dean of Arts, the Dean of Science, and three faculty members appointed by the President, shall be established to rank the candidates in priority order. The committee shall seek the advice of external referees when appropriate;

- (c) upon confirmation of the academic stature of the candidate the Academic Vice-President and Provost shall initiate negotiations with the candidate. If the first-ranked candidate is unable to accept the invitation, the selection process is to begin again with candidate No. 2, unless other nominations have been made in the interim. In this latter case, the selection process shall begin from the beginning.
- 10. These terms and conditions are subject to review by the Senate at the request of the President or any member of the Senate.
- 11. Up to twenty-five percent of the income each year for the Chair may be available for support of research in the Faculty of Science and/or in the Department of Psychology that is intended to achieve the objective of the Chair. These expenditures would have to be approved by the Selection Committee described in 9 (b).

Approved by Senate March 11, 1996

Approved by Senate October 8, 1996.

Approved by Senate February 7, 2011