Faculty committee requests

Locate your Division II and III requests on the Advising tab of TheHub. You can search for students using the drop-downs under your own name; the name of any other faculty member, by student name and by study area. Only students included in the current semester’s cohort will appear. The tally in the pink boxes in “Your Division II and III committees by semester” will change as you agree to serve as chair or member on committees. Click on student pictures to see the request.

This picture is from the student perspective. Students enter academic interests in lieu of a title and select up to three study areas.

They use this link to see faculty bios and enter names below.

Only faculty available in the upcoming “filing semester” are included in the list. They also indicate if they have spoken to these faculty.

Students complete three text boxes: an overview, their goals and “What else?”, which allows them to provide additional information (e.g. “We agreed last week that you’d be my chair.”)
As options in the course listing section, students can select up to three course evaluations to include (click the blue link to see the text in a new window), upload one or two additional documents such as writing samples, and provide an external URL to link, for example, to a document with photos of their art work.

You will be able to see requests and send emails to students and the other requested faculty, but will not be able to agree to serve on committees until the deadline for students to complete the process has passed.

If more than one faculty member says ‘yes’ to serving as chair or member, they will be asked to resolve this before the faculty deadline has passed.