

Gerard J. F. Ring

Position Description

Position

Professor and Chair of Paper Science & Engineering

Appointment

75% teaching & 25% administrative

Responsibilities

- Academic affairs (e.g.: course evaluations; curriculum review and development; assessment and reporting)
- Student recruitment and retention
- Marketing materials (e.g.: updating and maintenance of website and brochures)
- Alumni relations (e.g.: developing volunteer group to help with student recruiting)
- Industry relations (e.g.: expanding industry membership in UWSP Paper Science Foundation; increasing internships and promoting job placement for students)
- Continuing education (e.g.: providing leadership in coordinating Paper Science credit and non-credit course offerings in partnership with UWSP Extension)
- Research and scholarship (e.g.: encouraging faculty and students to engage in scholarly research, especially with students on the UWSP paper machine and with industry collaborators in mills: promote participation of students in CNR Student Research Symposium.)
- International activity (e.g.: exploring international internship opportunities for students and international faculty development opportunities.)
- CNR dean's council (member and participant in regular meetings).
- CNR faculty meetings and other College events and activities (participate and encourage other Paper Science faculty to do so)
- Supervise Paper Science Faculty and conduct annual reviews
- Supervise Paper Science Program Associate and Paper Science Laboratory Manager and conduct annual reviews.
- Budget and fiscal management: develop a budget and work with appropriate CNR administrative staff for advice and assistance, as needed.
- Teach paper science undergraduate courses that are compatible with my professional capabilities and responsive to the needs of the department.
- Correct PAPER 300 reports, manage all grade extensions and assign grades.
- Teach outreach and continuing education courses when scheduled.