



POLICY STATEMENT

NO. 2.28.01

COORDINATED BY: Office of Academic Affairs

EFFECTIVE: August 29, 2013

REVISED: January 14, 2021

PUBLISHED ONLINE AT:

<https://www.lsus.edu/offices-and-services/policies-and-manuals/policy-statements>

SUBJECT: GRADUATE PROGRAM DIRECTORS

I. PURPOSE

To set forth the responsibilities of each Graduate Program Director.

II. POLICY

Each graduate program at LSU Shreveport is assigned a Program Director who must be a current member of the Graduate Faculty. The Graduate Program Director shall work with the Dean of Graduate Studies in all matters pertaining to the administration of the graduate program and is also responsible for the integrity of the program and oversight of curriculum development and review. This oversight entails advising and assisting the College Dean on academic matters pertaining to the degree program and includes:

- Course revisions and additions
- Program revisions and additions
- Number of sections of courses to offer each semester
- Course distribution
- Equipment maintenance and purchase
- Library resources review
- Textbooks/instructional materials review
- Program and course evaluation
- Annual program assessment reporting to the Office of Academic Affairs
- Advertising and hiring Graduate Assistants in line with the Graduate Policies and Procedures Manual

Revised: January 14, 2021


- Meeting with the Dean of Graduate Studies as scheduled

See also the Graduate Policy and Procedures Manual, Section IV, Paragraph B, found [here](#) on the LSUS website.

III. COMPENSATION

Graduate Program Directors are compensated according to Policy Statement 2.33.01.

AUTHORIZED BY:


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 Provost and Vice Chancellor for Academic Affairs

01/15/2021

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