**Program Coordinator**

A Program Coordinator is a faculty member appointed by the Provost.

The responsibilities of the program coordinator are:

* coordinates the work of a special program, an interdisciplinary major, or a major housed inside a larger department.
* works in conjunction with the Provost, department chair and other faculty who teach in the program
* facilitates curricular development
* provides information, advice, and mentoring to students in that major
* completes the assessment of the program

The faculty member may recognize their role as a program coordinator on:

* AUP Faculty profile webpage
* Business card