



International Space University Space Studies Program 2025

CALL FOR CHAIRS

30 June – 22 August 2025

Hanyang University ERICA Campus

Greater Seoul Metropolitan Area, South Korea

Response Deadline: 15 September 2024

This is the call for SSP25 Chairs. To serve as a Core, Department, or Team Project Chair an individual is required to be an adjunct, associate or full member of the ISU Faculty - or- have sufficient ISU MSS, SSP or SHSSP teaching experience as a visiting lecturer. You should respond to this call only if you can commit to being on site for the full duration of the specific time periods indicated in the commitment descriptions below.

Individuals recommended by the SSP Director, endorsed by the ISU Academic Council, and appointed by the ISU Dean are *required* to attend the Curriculum Planning Meeting (CPM) in October 2024 (exact dates to be confirmed) at the host site.

Chairs will be provided with a budget to support their departments, team projects, and workshop development. Travel expenses to the CPM and SSP are covered by ISU commensurate with the ISU travel policy.

Important Dates

- Response to Call for Chairs due: **Sunday, 15 September 2024**
- Academic Council endorsement by: **29 September 2024**
- Acceptance notification: **6 October 2024**
- Visa application to attend CPM in South Korea (if applicable): **11 October 2024**
- Curriculum Planning Meeting: **End of October 2024 (exact dates TBC)**

How to Respond to this Call

Responses to SSP25 Calls will be accepted through **ISU Buzz Platform** ONLY:

- Complete the online form providing all requested information on the *ISU Buzz* platform. This form can be accessed through this link: <https://buzz.isunet.edu/>
- If you have any questions, contact us via e-mail sspacademics@isunet.edu
- If you would like to apply for multiple positions, please submit separate applications for each position you would like to apply for.

You will be notified if you are not selected. These notifications will be sent by 25 October 2024.

The SSP is formatted in three interrelated phases

- Phase I (Core): Week 1 to Week 3 that include core lectures, workshops, departmental activities, and initial team project work
- Phase II (Department): Week 4 to Week 6.5 that include core lecture wrap-up, departmental activities, workshops, departmental visits, individual project work, and team project work
- Phase III (Team Project): Week 6.5 to Week 8 focused solely on team projects completion.

Description of the Commitment

1) Core Chairs: Phase I – On-site dates: *Monday, 30 June – Monday, 21 July 2025*

We are seeking individuals to serve as Core Chairs for a period of **three (3) weeks**. Preference will be given to an experienced ISU faculty member familiar with the SSP, SHSSP or MSS lecture series.

The Core Chair's major responsibility is to oversee the delivery of Core Lectures. This includes providing recommendations on core lecture faculty, contact with chosen lecturers to provide timely updates of lectures, and review of submitted lectures for content and adherence to ISU's "3-I" philosophy. The Core Chairs co-lead the Exam Review Committee and coordinate with the SSP Academic Coordinator and SSP Director in creating, administering, and grading the core lecture quizzes and exams.

2) Department Chairs: Phase II – On-site dates: *Monday, 21 July – Wednesday, 6 August 2025*

We are seeking seven (7) individuals to chair the SSP departments. The departments include Space Humanities (HUM), Space Engineering (ENG), Space Management and Business (MGB), Space Policy, Economics, and law (PEL), Human Performance in Space (HPS), Space Sciences (SCI), and Space Applications (APP).

The Department Chairs plan and execute the departmental activities in Phase II of the SSP, including the selection of departmental activities and visiting lecturers, organizing professional visits, oversee the assignment and evaluation of Individual Projects, participate in theme days as required, and contribute to some team project activities.

The Department Chairs may participate in the final week of the core lectures and assist as needed with scoring the essay exam. Department Chairs will also work with their Teaching Associate (TA) to coordinate the execution of the departmental activities. Department chairs will review the TA applications and provide the ISU academic team with their inputs before the established deadline.

3) Team Project Chairs: Phase III – On-site dates: *Thursday, 7 August – Friday, 22 August 2025*

[NOTE: TP Chairs are requested to be on-site at the SSP site at the SSP for 2.5 weeks, and available via audio or video conference for most Team Project sessions scheduled between Monday 30 June and your arrival at the SSP. Applicants who are available to be on-site for longer periods will also be considered.]

There will be at least three team projects, two selected by the ISU Academic Council, and the remainder proposed by the host site. We are currently seeking at least three (3) individuals to serve as Team Project Chairs. The host site may also propose a TP Co-Chair.

The TP Chairs are responsible for directing the team projects throughout the eight-week program. Working primarily with the TP TAs, the TP Chairs provide the guidance required for the successful execution of the projects. This will entail developing a plan for the entire session, taking into account that the chair is not likely to be on site until the final 2.5 weeks of the program. A significant amount of coordination with the TA is required. TP Chairs will review the TP TA applications and provide the ISU academic team with their inputs before the established deadline. The TPs for SSP25 are pending and under review. TP descriptions will be posted on the ISU Buzz platform as they become available. ISU faculty with prior experience with the TP Chair role and responsibilities and have interdisciplinary backgrounds are encouraged to apply.

Reminder that responses to SSP25 Calls will ONLY be accepted through the ISU Buzz Platform <https://buzz.isunet.edu> You will be notified if you are not selected.

For more information, please refer to <https://www.isunet.edu/ssp/>