

# **Document of ZJU-UIUC Institute**

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**Issued by: Erping Li**

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## **Work Scope of ZJU-UIUC Institute Leaders**

The work scope of ZJU-UIUC Institute leaders is as follows:

### **Dean: Erping Li**

Authority: ZJUI's overall administrative operations

Responsibility: strategy, communicate with UIUC, faculty recruitment and management, development planning and liaison, domestic student admission, research, technology and innovation, local cooperation.

Supervisory role: General Administration Office, Academic Affairs Office for Graduates & Research Affairs Office, Human Resources Office, Construction and Development Office.

### **Executive Dean: Philip Krein**

Responsibility: international collaboration (shaping the future of educational partnership between ZJU and UIUC, forging new collaborative research opportunities between the Institute and potential partners), development planning and liaison, academic discipline development, faculty development, research, technology, and innovation, student exchange with UIUC, international student admission, coordinate with UIUC to send UIUC loan faculty to ZJUI.

Supervisory role: international student admission, Faculty Advisory Committee, faculty governance, ZJU Partner Office at UIUC.

Supporting supervisory role: Academic Affairs Office for Undergraduates,

Academic Affairs Office for Graduates & Research Affairs Office, Construction & Development Office, Teaching Labs Center, ZJUI's overall administrative operations.

**Vice Dean: Hao Ma**

Authority: Operation of the Party affairs of ZJUI

Responsibility: daily administration, teaching, laboratory facilities and equipment, construction, student affairs, financial affairs, staff recruitment and management, disciplinary inspection and monitoring, news media and visits, information security.

Supervisory role: Academic Affairs Office for Undergraduates, Student Affairs Office, Teaching Labs Center

Supporting supervisory role: General Administration Office, Human Resources Office, Construction and Development Office.

ZJU-UIUC Institute

March 20, 2020