

# Recommendations for Faculty Handbook Revision Regarding Outreach/Service in Chapter 2.

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The entire [Outreach/Service Document](#) is recommended to be included as an Appendix.

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## **I. CHAPTER 2, INTRODUCTION, pg. 17**

REPLACE #3. to include:

All faculty members are expected to engage in responsible outreach activities appropriate to their appointment, rank, length of service and discipline; outreach activities are those which extend the influence and expertise of the faculty to areas and populations external to the University. These activities may include but are not limited to: consultation; collaboration; inservice and/or continuing education, and; leadership activities at the local, state, national or international levels. The intent is to extend the knowledge and skills of the University faculty to the public in a manner which is mutually beneficial and contributes to the University's tripartite mission which includes service. Furthermore, all faculty members are expected to perform service internal to the University, duties known as academic citizenship and which are defined to include service to students and to the institution through effective governance.

The activities defining outreach and academic citizenship and guidelines for documentation are further delineated in Appendix

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## **II. Criteria for appointment, pg. 19, 20**

### **A. Instructor, change lines 6-7**

A candidate for appointment to the rank of Instructor must have an appropriate record of educational achievement or relevant experience or both and must have the potential to be an effective teacher. All Instructors are expected to demonstrate a high level of performance in the classroom, to contribute to instructional effectiveness in assigned courses, to engage in outreach and exercise responsible academic citizenship.

### **B. Assistant Professor, change line 41 (pg. 19)**

All faculty members at the rank of Assistant Professor are expected to maintain a good level of performance in the classroom and/or other appropriate instructional settings; to contribute to the overall instructional effectiveness of the academic programs in which they have assigned duties; to engage in an ongoing program of research, publication, creative activity, and scholarly efforts appropriate to their discipline and fields of specialization; and to engage in outreach and exercise responsible academic citizenship appropriate to one's area and expertise.

### **C. Associate Professor, change lines 9-10 (pg. 20)**

All faculty members at the rank of Associate Professor are expected to approach a standard of outstanding performance in the classroom and/or other appropriate instructional settings; to make a strong contribution to the overall instructional quality of the academic programs in which they have assigned duties; to engage in an ongoing and substantive program of research, publication, creative activity, and scholarly efforts appropriate to their discipline and fields of specialization; and to demonstrate a strong record in outreach and exercise responsible academic citizenship appropriate to one's area and expertise.

### **D. Professor, change line 25 (pg. 20)**

All faculty members at the rank of Professor are expected to contribute to the leadership of academic programs; to maintain an outstanding level of effectiveness in the classroom and/or other appropriate instructional settings; to make a strong contribution to overall instructional quality; to engage in an ongoing and substantive program of research, publication, creative activity, and scholarly efforts appropriate to their discipline and fields of specialization; and to demonstrate an outstanding record in outreach and exercise responsible academic citizenship appropriate to one's area and expertise.

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### III. Criteria and Standards for Promotion

#### A. Promotion from Instructor to Assistant Professor, changes lines 38-39 (pg. 22-23)

3. Each successful candidate must show evidence of a continuing record of outreach and responsible academic citizenship appropriate to the candidate's area and expertise. See Appendix.

*lines 41-42*

The absence of outreach and responsible academic citizenship on the candidate's part detracts from what otherwise may be a strong set of qualifications for promotion.

#### B. Promotion from Assistant Professor to Associate Professor, change lines 16-17, 19-20 (pg. 25)

3. Each successful candidate must show evidence of a strong, continuing record of outreach and responsible academic citizenship appropriate to the candidate's area and expertise. See Appendix.

The absence of a strong, continuing record of outreach and responsible academic citizenship on the candidate's part detracts from what otherwise may be a strong set of qualifications for promotion.

#### C. Promotion for Associate Professor to Professor, change lines 44-48 (pg. 27)

3. Each successful candidate must show evidence of an outstanding, continuing record of outreach and responsible academic citizenship appropriate to the candidate's area and expertise. See Appendix.

The absence of an outstanding, continuing record of outreach and responsible academic citizenship on the candidate's part detracts from what otherwise may be a strong set of qualifications for promotion.

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### IV. Criteria and Standards for Awarding Tenure to Probationary Faculty

Changes in line 27 (pg. 28)

The decision to award tenure to a probationary faculty member is an affirmative act based upon an individual's performance, accomplishments, and potential for ongoing contribution to the University's academic programs and teaching, research, and outreach/service missions.

#### A. Criteria and Standards change line 29 (pg. 30)

4. Each successful candidate must have made substantial progress toward achieving a professional status which will enhance the stature of the University's faculty and must be judged to have the potential to make a continuing contribution to the University's mission in teaching, research and outreach / service missions.

#### C. Initial Appointment with Tenure, change line 5 (pg. 32)

In making a decision to award tenure at the time of initial appointment, the candidate's record and credentials are examined from the standpoint of (1) teaching experience and evidence of instructional effectiveness; (2) quantity and quality of research, publication, creative activity, and scholarly achievements; (3) professional stature in the discipline; and (4) potential for making an ongoing contribution to the University's mission in teaching, research, and outreach / service.

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**APPENDIX L. [Criteria and Procedures for Appointments to Endowed Chairs and Professorships](#)**

Page 147, lines 38-39, no changes recommended related to the service / outreach.

3. Evidence of a continuing record of exemplary academic and professional citizenship appropriate to the discipline or profession.

4. Evidence of achievement of a professional status at the national or international level which will enhance the stature of the University's faculty.

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