



University Standards for Faculty with School Standards for Business () and
Computer Science program standards (*in italics*)

The Computer Science Program adopts the University and School of Business Faculty Evaluation Standards. The Program Standards occasionally elaborate upon the University and School Standards to reflect the unique efforts of faculty in the Computer Science Program.

This policy covers all members of the Computer Science Program faculty including tenured, tenure-track, and non-tenure track. It does not cover adjunct faculty.

Non-tenure-

one teaches.

6.1.2.2 Sound course design and delivery in all teaching assignments—whether program or General Studies, introductory or advanced offerings—as evident in clear learning goals and expectations, content reflecting the best available scholarship or artistic practices, and teaching techniques aimed at student learning.

6.1.2.3. The ability to organize course material and to communicate this information effectively. The development of a comprehensive syllabus for each course taught, including expectations, grading, and attendance policies and the timely provision of copies to students.

6.1.2.4 Demonstration of respect f-5(s)8(t00 G[)513()6(e)-3(cta)-5(t53(il)43.47

Scholarly or creative activities may take many forms and use different vehicles to communicate with the broader academic community.

6.2.3.1 The University recognizes that the time and effort required to complete scholarly or artistic projects may vary markedly among disciplines and sub-disciplines. Such variance is addressed in approved School and Program standards.

6.2.4 The burden is always on the candidate to document the excellence of one's work. In cases of shared or multiple authorship, clarification of the degree of one's participation is expected. In cases of conference presentations or proceedings, clarification should be provided with regard to the selectivity of the review process.

Typically, central to judgments regarding scholarly and creative activity are:

6.2.4.1 The capacity to bring scholarly or creative projects to completion.

6.2.4.2 A mix of scholarly activities appropriate to one's appointment e.g., in some cases scholarly activity w6a-3(m)(i)12(t)8(y)20(.)JTJETB

academic or trade presses and reviewed in appropriate journals.

6.2.4.6.2 Articles, essays, reviews, and creative writing should be published in appropriate scholarly/creative journals or venues, whether print or electronic. Some assessment should be made as to the quality of the journal in which the piece appears, in particular, its scholarly/creative reputation and whether or not the journal or proceedings are peer reviewed.

6.2.4.6.2.1 *A unique aspect of scholarly publication within computer science*

instances. Scholarly presentations should be ranked more highly than non-scholarly ones. Competitive selections as well as presentations receiving disciplinary acknowledgement for excellence should be noted. In most disciplines a record of scholarship based on presentations alone will not be evaluated as highly as one including refereed publications.

6.2.4.6.4.1 A peer-reviewed or refereed full paper in a conference proceedings is considered a publication as defined in 6.2.4.6.2 and its sub-bullets above. Such publications nearly always involve a presentation, however the corresponding presentation is not considered an additional contribution.

Those making the judgments regarding the standards for applied research necessarily involve more than clients and include academic peers familiar with the area of practice under consideration.

6.2.4.6.9 In those disciplines with strong expectations of practice to maintain current competency, appropriate standards for determining the significance of this work will be developed at the Program level and approved through the standard procedure.

6.2.4.6.10 Grants or monetary awards that are funded or reviewed as fundable from governmental or non-governmental organizations are considered

critical. Participation in activities which advance one's knowledge and skills, and enhance one's teaching abilities are an essential part of a CSCI faculty member's scholarly activity. Such activities include, but are not limited to: attendance in professional and academic organization's presentations, workshops, and seminars.

6.2.5

6.2.6 *The Computer Science program criteria for tenure and promotion in the area of scholarship and creative activity are intended to elaborate the University standards and reflect norms within the discipline.*

6.2.6.1 *The Computer Science program expects candidates for tenure and promotion to Associate Professor rank to have authored or co-authored a minimum of three substantive scholarly contributions (full papers published in peer-reviewed/refereed journals or in peer-reviewed/refereed conference proceedings, or patents granted) within the past six years. These contributions must have been published (in print, or accepted and nearing publication) since the candidate's initial appointment or most recent range adjustment. This minimum of three substantive scholarly publications should be supplemented by the various forms of scholarly and creative activities enumerated throughout 6.2.4.6 as appropriate to the discipline.*

6.2.6.2 *The Computer Science program expects candidates for promotion to the Professor rank to include evidence of a continued record of scholarly engagement and activity that meets the University standards for the rank of Professor; and expects candidates to have authored or co-authored a minimum of three substantive scholarly contributions (full papers published in peer-reviewed/refereed journals or in peer-reviewed/refereed conference proceedings, or patents granted) within the past six years. These contributions must have been published (in print, or accepted and nearing publication) since the candidate's most recent promotion or range adjustment was awarded. This minimum of three substantive scholarly publications should be supplemented by the various forms of scholarly and creative activities enumerated throughout 6.2.4.6 as appropriate to the discipline.*

6.2.6.3 *Under rare circumstances, a candidate for tenure and promotion to Associate Professor, or a candidate for promotion to Professor, who has not published the minimum of three substantive scholarly publications as specified in 6.2.6.1 and 6.2.6.2, can elaborate on and provide evidence (including external review) for why their scholarly and*

creative activities of other forms meet those standards.

6.3 University and Community Service

- 6.3.1 The faculty role includes contributions to the achievement of the University's mission through effective participation in governance activities, including leadership roles at the Program, School, or University-wide levels. These contributions may require the capacity to work collaboratively with other members of the University community, including activities related to alumni and the University Foundation.
- 6.3.2 Faculty may also contribute in broader arenas such as state, regional, national or international organizations and disciplinary/professional associations.. In addition, faculty may

on service or professional responsibility as opposed to scholarship, research, or artistic/creative work. For example, an officer ship or service on a professional board may be more appropriately listed here, whereas editing a special issue of a journal may be more appropriately listed under the section on scholarship.

- 6.3.5.3 General civic or community activities to which one has contributed one's professional skills or a significant amount of time, talent, energy, and involvement beyond that which might be expected by the usual citizen or member.
- 6.3.5.4 *Professional service, such as membership or leadership positions in professional societies, board membership, consultancy in one's discipline, conference organizer, grant reviewer, journal editor, peer review of journal or conference publications, computing or related contest judging, invited lectures, serving on advisory boards or as an external evaluator of community college programs, etc.*
- 6.3.5.5 *Service within the program includes significant contributions to program meetings, committee work at the program level, program and curriculum development, program assessment, program accreditation, supporting and mentoring new faculty, obtaining grants in support of program objectives, serving on search committees, serving as program chair, leading the program's periodic review, leadership in initiating and implementing CSCI related student activities, and representing and promoting the CSCI program at internal and external events, etc.*
- 6.3.5.6 *Contributions in university level committee appointments and elected committee service. Involvement in student organizations and university sponsored events may also be considered as part of a candidate's service to the university.*

6.3.6

Updated: March 19, 2024.