

Academic Position Requirements

Name:	_____
Department :	_____
Title,%	<u>Professor- 100%</u>
Dates	_____

Research and Creative Work	<ul style="list-style-type: none"> ▪ Maintaining expertise in area(s) of expertise. ▪ Writing and publishing abstracts, research articles, book chapters, etc. ▪ Participating in professional meetings and conferences when appropriate. ▪ As an expert in the field, serving as referee for journals, University presses; writing letters of recommendation for younger scholars when requested. ▪ Responsible use of University funds for research purposes, including accurate accounting.
Teaching	<ul style="list-style-type: none"> ▪ Maintaining command of subject of expertise. ▪ Maintaining continuous growth in the subject field. ▪ Teaching a normal teaching load in the Department. ▪ The normal teaching load in the Department of _____ is _____ courses (graduate and undergraduate) per year. (<i>Teaching-related duties include giving lectures, providing course materials, composing and grading exams, holding office hours, and directing efforts of TAs.</i>) ▪ Participation in the department's honors program for seniors: Advising students and reading theses in area(s) of Professor _____ expertise. ▪ Participation in the graduate program: Sitting on general exam committees and dissertation committees; and mentoring graduate students. ▪ Mentoring and/or advising students or junior faculty <p>Department minimum teaching requirements:</p>
University and Public Service	<ul style="list-style-type: none"> ▪ Participating in department meetings. ▪ Committees as assigned by the chair. ▪ Communicating with department chair and department staff about all of the above in a timely and professional manner.
Professional Competence and Activity	<ul style="list-style-type: none"> ▪