

## **A. Introduction**

In an effort to identify the kinds of activities that the Department of Mathematics values professionally for annual reviews of tenure-track faculty (according to the Boyer Model), the following activity/achievements have been classified into three Value Categories:

## **B. High Value**

1. Publication in peer-reviewed venues (journals or conference proceedings)
2. Presentation at peer-reviewed scholarly/professional/teaching conference
3. Publication of a book/chapters/sections or commercial publication of lab manual
4. Formal collaborative undergraduate research characterized by regular meetings that will result in dissemination (no faculty credit for student's work)
5. Implementation results of faculty/student scholarly activity or projects (must have evidence – honors thesis or other public documentation)
6. Receive a research grant award (external to SUU)
7. Completion of a terminal degree thesis or dissertation OR completion of professional actuarial society status
8. Scholarly activity that is determined by the Department Chair to contribute to the University/College/Department strategic goals (for example, develop an online course)
9. Participation in interdisciplinary projects between faculty that result in the implementation of the results in industry
10. Other activity/achievements deemed by the Department Chair to be of similar caliber

## **C. Medium Value**

1. Publishing a professionally-related article in non-peer reviewed journal, magazine or government document to inform or educate the public
2. Poster presentation at scholarly/professional venue
3. Evidence of ongoing research
4. Receive a research grant award (internal to SUU)
5. Apply for a grant award (external to SUU) or fellowship (with pending approval/denial)
6. Formal work on a terminal degree thesis or dissertation OR progress toward achieving professional actuarial society status
7. Referee an article in a journal or online venue

8. Submission of an article for publication
9. Formal review of text or lab manual
10. Receive scholarly award or other scholarly recognition
11. Other activity/achievements deemed by the Department Chair to be of similar caliber

#### **D. Low Value**

1. Formal written professional consultation/informal documented consultation
2. Be nominated for a scholarly award or other recognition without receiving award or recognition
3. Apply for a grant award (internal to SUU) or fellowship (with pending approval/denial)
4. Review of an article in a journal or online venue (such as MathSciNet)
5. Serving as a guest lecturer in a colleague's class
6. Conducting or participation in a workshop or formal training
7. Work with students who present a paper/poster at professional meetings OR developing and supervising student projects in Capstone courses
8. Completing formal course work to advance knowledge in discipline
9. Engaging in scholarly activity that results in the development or improvement of curriculum (with formal peer evaluation)
10. Developing assessment criteria, methods or materials
11. Reviewing, investigating, learning, developing or creating software applications (implementing existing software, disseminating results in a colloquium, writing *Mathematica*<sup>®</sup> notebooks, developing *Geometer's Sketchpad*<sup>®</sup> scripts, etc.)
12. Consultation on legislation or other issues of public concern
13. Give a departmental or ARC seminar presentation
14. Other activity/achievements deemed by the Department Chair to be of similar caliber

#### **E. Standard Performance**

The Department of Mathematics has decided that the annual rating level of *SP* (*Standard Performance*) for its faculty be defined as:

- a) One item from High Value; or
- b) Two items from Medium Value; or
- c) One item from Medium Value and two items from Low Value.

Also, outstanding activity/achievement levels in the High Value Category during any year may be carried over into the next year only (each activity/achievement may be counted only once). For example, if two High Value activity/achievements are accomplished in one year, then none should be required the next year. (The *SP* level would, of course, be expected for the third year.)

#### **F. Effective Date**

These policies will be mandatorily effective for the Department of Mathematics beginning July 1, 2006. However, individual Department members may elect to adopt them sooner.

#### **G. Disclaimer**

The Department of Mathematics establishes, with this document, a minimum annual level of scholarly activity/achievements with the understanding that achieving a minimum annual level of scholarly activity may not guarantee a positive three-year review or recommendation for tenure/promotion.

## **A. Introduction**

In an effort to identify examples of the kinds of service activities that the Department of Mathematics values professionally for annual reviews of tenure-track faculty, the following kinds of activities/achievements have been classified into three Value Categories:

## **B. High Value**

These service activities generally require 15 hours (or more) per year of commitment time. A (non-exhaustive) list of examples includes:

1. Chairing any Departmental, College or University committee
2. Serving on any hiring committee
3. Serving as Math Club advisor [due to the planning time commitment]
4. Serving as the faculty Putnam Examination proctor/study group advisor
5. Spearheading the State Math Contest
6. Serving in an official position for a regional or national professional society, or for a state entity (such as USHE or USOE)
7. Accompanying students to regional, national or international conferences where students' original or collaborative work is presented
8. Serving on the Faculty Senate
9. Serving on an LRT Committee (at any level)
10. Other activities/achievements deemed by the Department Chair to be of similar caliber

## **C. Medium Value**

These service activities generally require 5 hours (or more) per year of commitment time, but less than 15 hours. A (non-exhaustive) list of examples includes:

1. Serving on the Provost's Retention Committee
2. Serving on the College Recruitment and Retention Committee
3. Serving on the Departmental Recruitment and Retention Committee
4. Serving on the Departmental Curriculum Committee
5. Serving on the Undergraduate Research Committee
6. Serving as a course coordinator for a Departmental course
7. Serving in the SUU community (including other SUU committees)

8. Serving as an advisor of any student club or organization
9. Other activities/achievements deemed by the Department Chair to be of similar caliber

#### **D. Low Value**

These service activities generally require less than 5 hours per year of commitment time. A (non-exhaustive) list of examples includes:

1. Membership in a professional organization (MAA, AMS, SIAM, NCTM, etc.)
2. Being nominated for a service award or other professional recognition
3. Serving as a supervisor of a study group preparing for a non-mathematical competition
5. Mathematics-related service in the non-SUU community
6. Serving as a proctor in the State Math Contest
7. Serving as a Science Fair judge
8. Serving on the University Finance Committee
9. Serving on the University Honors Committee
10. Other activities/achievements deemed by the Department Chair to be of similar caliber

#### **E. Standard Performance**

Due to the subjective nature of service (and in particular the differences in demands among committee service – indeed, even the same committee can have different demands from year to year or even from semester to semester!), it is expected that faculty members in the Department of Mathematics perform a *sufficiently high* level of service (as determined by the Department Chair and the Dean). This service will be reported and discussed on each faculty member's Annual Report (number of hours served, etc.)

#### **F. Effective Date**

These policies will be mandatorily effective for the Department of Mathematics beginning January 1, 2007. However, individual Department members may elect to adopt them sooner.

#### **G. Disclaimers**

The Department of Mathematics establishes, with this document, an acceptable annual level of service activity for its faculty. This is done with the understanding that achieving an acceptable annual level of service activity at the Departmental level may not guarantee a positive three-year review or recommendation for tenure/promotion at higher level(s).

Although no minimum numbers are being mandated with this document, it is strongly recommended that faculty members in the Department of Mathematics seek a variety of service opportunities at every (Departmental, College, University and Community) level.