

**DEPARTMENT OF PHYSICS
REQUIREMENTS AND EXPECTATIONS OF TENURE TRACK FACULTY**

Faculty in the Department of Physics are expected to fulfill general University requirements for all faculty during their contract period. (See University Faculty Handbook)

1. **Teaching load:** Teaching loads are assigned by the Department Head and may vary from semester to semester, but will reflect the norm within the College of Science and Mathematics.
2. **Course assignment, scheduling, course hours, etc:** General course assignments are discussed at the time of hiring. Every effort is made to assign courses, meeting times, etc., on the basis of the individual instructor's preference and strengths. Each faculty member will be expected to teach, when asked, the more general, introductory courses and the specialty course(s).
3. **Other responsibilities:**
 - a. **Teaching:** It is the faculty member's responsibility to be able to document the quality of his/her teaching.
 - b. **Scholarship:** Faculty members are expected to be active scholars and to share their results with their peers. Evidence of scholarship is evaluated for tenure, promotion and merit pay.
 - c. **Advising of students:** Departmental faculty members are assigned as an academic advisor to a number of Physics majors. Departmental faculty are expected to keep scheduled office hours.
 - d. **Committee and special task assignments:** Proper functioning of the Department requires that certain committees meet and act and that individual faculty members perform special tasks. Each faculty member normally serves on a number of Departmental committees and may be involved with special assignments. Faculty members are encouraged to serve on College or University committees. However, the primary focus of new faculty members initially should be on their teaching and research.
 - e. **Miscellaneous requirements:** Attendance and participation at Department meetings is an opportunity to be a part of the Departmental decision making process. Faculty will be asked to fulfill other responsibilities necessary to the functioning of the Department, College or University.
 - f. **Tenure policy:** Completion of the doctorate is expected before an individual may be recommended for tenure. Tenure procedures are listed in the University Faculty Handbook. Criteria to be used in evaluation for tenure are discussed with each faculty member at the beginning of the initial period of hire. A copy of these criteria are attached.

I have read the preceding statements and will abide by these expectations of Department of Physics faculty members.

Faculty Member Date

Department Head Date