Faculty in the Department of Geoscience are normally expected to have a Post Tenure Effort Allocation (PTEA) consisting of 40% teaching, 40% scholarship and 20% service. Short-term (typically 1-3 yr) deviations from this norm may be authorized by the DEO to accommodate special situations, subject to approval by the CLAS and Provost. The departmental expectations for tenured faculty with a 40/40/20 PTEA are outlined below. Expectations for other PTEA arrangements will be increased or decreased in proportion to the variation of effort allocation from the departmental standards in each area. Departmental expectations are generally the same for associate and full professors. However, full professors are expected to assume greater responsibilities in departmental administration, departmental/collegiate/university service, and undergraduate advising.

Teaching

A. Classroom teaching: Faculty are expected to follow CLAS and Geoscience Department guidelines for instruction, regularly update existing courses, develop new courses, teach to appropriately sized classes, and abide by the CLAS-approved departmental system for evaluating teaching loads (see Appendix). As indicated in that system, classroom teaching for faculty should total 30 points per year, which is roughly equivalent to three classes per year. With the approval of the DEO, this amount can be averaged over a two year period. For example, 25 points one year can be followed by 35 points the next year, averaging 30 points over a two year period. Faculty are expected to provide the DEO with appropriate syllabi for their courses every time the course is taught, and hold a minimum of three hours of scheduled office hours per week during the semester.

Specific teaching assignments for each semester are assigned by the DEO in a consultation with the faculty member. Although a faculty member’s requests to teach a specific course will always be considered, sometimes the needs of the departmental curriculum must take precedence over individual proposals.

B. Teaching evaluations: Faculty must be evaluated using ACE forms that include a set of standard questions specified by the DEO. Tenured faculty are expected to have ACE scores with a median of at least 4.0 on the department standard questions (especially for questions involving effective teacher and overall course) averaged over a three year period. Tenured faculty are also expected to have classroom observations that reflect a positive assessment of communication skills, organization, and content.

C. Undergraduate Advising: Tenured faculty are expected to serve a minimum of one 3-yr term as a formal undergraduate advisor and/or honors advisor (i.e., typically 15-25 students per year) in Geoscience or Environmental Sciences every ten years.
D. Honors/Senior Thesis Advising: Faculty are expected to supervise at least one undergraduate senior/honors thesis every 2-3 years.

E. Graduate Student and Postdoctoral Scholar/Fellow Advising: Faculty are expected to supervise (serve as the main advisor) approximately 2 active graduate students (who are making satisfactory progress towards their degrees), or postdoctoral scholars/fellows per year. Every three years, faculty are expected to be a member of at least two graduate thesis or dissertation committees of students, whom they are not supervising.

Substitutions:

(1) Efforts in Category C can substitute for points in categories A, D, or E.

(2) Efforts in Categories D + E should total 10 points per year, and low effort in one of these three categories can be compensated by high activity in another.

(3) Low overall efforts in categories C + D + E can be offset by additional classroom teaching so that the total number of teaching points is approximately equal to 40 points for PTEA teaching effort of 40%.

Scholarship

The scholarly record of tenured faculty is expected to show continued development and growth, and increasing visibility during their career through frequent publications in high quality peer reviewed journals and external funding from highly competitive sources.

Quality of publications (impact factors given below refer to past three-year averages in ISI Journal Citation reports):

A. Quantity and quality of publications

Each year over a three year period, faculty are expected to average the following publications:

- authored (or sole-authored) peer-reviewed article or monograph in high or medium impact peer reviewed journals (categories #1-2 below), and
- co-authored peer-reviewed article or monograph in high or medium impact peer reviewed journals (categories #1-2 below).

1 = original research or reviews in very high impact interdisciplinary journals [impact factors of >10, e.g., Science, Nature, PNAS],

2 = original research or reviews in respected, highly ranked, and widely-distributed peer-reviewed national and international science journals, monographs and book chapters in the faculty member’s area of specialty [typically with impact factors of 1-10, depending on specialty],

3 = peer-reviewed local or specialized publications (e.g., peer reviewed regional journals, peer reviewed state survey publications, peer reviewed guidebooks, etc), book reviews, or opinion-pieces,
4 = lightly peer-reviewed or non peer-reviewed publications (technical reports, abstracts, conference proceedings, commission reports, popular articles).

B. Conference/symposium presentations

Faculty are expected to average a minimum of one talk or poster with a published abstract in which they are first-author and speaker at a national or international professional meeting per year over a three year period.

C. External grantsmanship

Over a five-year period, faculty members are expected to be the PI (or equivalent) on nationally competitive grants with minimum total expenditures of $100K (including F & A) with the Geoscience Department as the DSP department of record.

Note: Nationally competitive grants are defined as those from a highly competitive research grant program administered by a national agency with a rigorous peer review system (e.g. NSF, NOAA, DOE, EPA, DOD, NASA grants). They are distinguished from less competitive subcontracts, and from regional, state or industrial research grants and contracts.

At times when they have no active nationally competitive grants (as defined above), faculty are expected to submit proposals through the Geoscience Department for these nationally competitive grants at least once per year.

D. Research assistants

It is the responsibility of faculty to generate grant funds in support of undergraduate and graduate research assistantships, and postdoctoral scholars.

Service

Faculty are expected to progressively increase leadership and service to the department, the institution, and the profession during their career. Tenured faculty are expected to engage in professional service that reflects the visibility of their scholarship and teaching.

A. Department, College, University

Faculty are expected to perform service to the Department, College, and University. This includes service on/chairing committees, including Faculty Search Committees and Promotion & Tenure Committees and participation in the administration of departmental academic programs. It also includes service as DEO/Acting DEO. Associate Professors are expected to serve on two or three Department, College, or University committees per year (or equivalent administrative activities determined in consultation with the DEO). Service to the College or University typically is required before promotion to Professor. Full Professors are expected to serve on three or four Department, College, or...
University committees per year (or equivalent administrative activities determined in consultation with the DEO). Faculty are expected to attend committee meetings, department faculty meetings, and talks in the department seminar series during the fall and spring semesters, and respond promptly to requests from the DEO or committee chairs.

B. Profession

Professional service is recognized as a marker of scholarly/teaching visibility. It includes the following activities:

**Substitutions:** Efforts in Category A can substitute for efforts in Category B, and vice versa.

- Professional Society/ Commission officer etc.
- Editor/Associate Editor of a major journal
- Editor of a peer-reviewed book/monograph
- Editor of a Fieldtrip Guidebook/ Fieldtrip leader
- Panel/Council Member
- Scientific Commentator (TV, video)
- Lectures/seminars at other institutions
- Short-Course Instructor
- Organizer of a professional symposium/workshop
- Review of articles for major journals
- Review of proposals for nationally competitive funding agencies (e.g. NSF, NOAA, DOE, EPA, DOD, NASA).

Associate Professors are expected to participate in activities from at least two of these categories per year, and full Professors are expected to participate in activities from 3-4 of these categories per year.

Faculty are expected to provide a detailed list of such service in their Curriculum Vitae (e.g., numbers of manuscripts/grant-proposals reviewed for specific journals/agencies, specific TV program and dates aired etc.).