

Department of Economics Supplemental Faculty Personnel Guidelines

The Department of Economics (hereafter, “department”) follows the Walker College of Business (hereafter, “college”) Faculty Personnel Guidelines¹ (January 23, 2009). This document serves as a supplement to the college Faculty Personnel Guidelines (hereafter, “guidelines”). The purpose is to clarify and make explicit some issues. Economics faculty should consult the college guidelines for information about (a) the full range of activities for instruction, intellectual contribution and service and (b) other specifics about tenure and promotion and annual review.

Tenure

Intellectual Contribution

Section I.B.2 of the college guidelines states:

Recognized accomplishment in intellectual contributions means a strong record of publications in refereed journals. Quality and quantity both matter. Other scholarly contributions (e.g., conference presentations and proceedings, book chapters, works in progress, awards of funded research grants, etc.) may provide support for the candidate’s commitment to research or potential for further contributions, but the primary focus in the tenure review is on the record of refereed journal articles. In addition to the record of publications, candidates bear the burden of clearly demonstrating that there is a reasonable expectation they:

- will maintain an on-going commitment to intellectual contributions,
- will produce a record of continuing refereed journal publications, and
- will remain “academically qualified” throughout their career.

Standards for each department and discipline may vary somewhat, but shall, in all instances, be consistent with these guidelines.

The department defines “quality” publications as those at Level 5 and above as defined in Appendix A of the department Guidelines for Merit Pay (September 12, 2008). The department recognizes a minimum quantity standard as two refereed journal publications, as described in Appendix C of the department Guidelines for Merit Pay. Therefore, a strong record of publications in refereed journals requires two publications at Level 5 and above.

Annual Performance Standards

Intellectual Contribution

Section I.D.2 of the college guidelines states:

¹ http://www.business.appstate.edu/about/docs/FacultyPersonnelGuidelines_rev2009.pdf

To meet minimum expectations, performance evaluation in the area of intellectual contribution will be based on a faculty member's tangible output in the most recent five-year period. Subject to these college guidelines, each department will set standards with regard to quality and quantity of intellectual contribution needed to meet minimum expectations. Department standards must be sufficiently rigorous to assure that a faculty member maintains his/her "academically qualified" status as defined in AACSB standards and college guidelines. Meeting annual minimum expectations in intellectual contribution is a necessary, but not sufficient, component in merit compensation, promotion, and tenure decisions.

The department standard for "meeting minimum expectations" in the annual performance review is "academically qualified" (AQ) status as defined in the college "Standards for Faculty Sufficiency & Faculty Qualifications" (August 2009). Economics faculty who are not AQ are not meeting minimum expectations for intellectual contributions.

Service

Section I.D.3 of the college guidelines states:

Each faculty member in the College of Business is expected to participate in the affairs and activities of the department, college, and university. Some examples of basic opportunities for participation include: (1) attending and participating constructively in the deliberations of departmental and general faculty meetings, (2) attending commencement and convocation ceremonies, (3) attending CEO Lecture Series activities, and (4) participating on an as-needed basis in other activities (i.e., Open House, Parents Weekend).

Departmental guidelines will be established to ensure adequate departmental representation at each of the above activities. Failure to regularly participate in these activities at the minimum level specified in departmental guidelines will preclude the meeting of expectations, regardless of other service activities in which the faculty member engages.

Department faculty are expected to attend and fully participate in at least one of the following opportunities in any academic year: (1) commencement, (2) convocation, (3) CEO Lecture Series or (4) other visible activities on an as-needed basis (i.e., Open House, Parents Weekend). Economics faculty who do not attend and fully participate in at least one opportunity are not meeting minimum service expectations.

Faculty Workload

Section II of the college guidelines states:

Workloads and relative emphases of performance areas for tenured and tenure-track faculty members should be cognizant of the expectations for promotion and tenure

specified in the ASU Faculty Handbook, the WCOB Faculty Personnel Guidelines, and their respective departmental guidelines.

The first priority in determining workloads and relative emphases of performance areas must be the programmatic needs of the College and the department. The responsibility for negotiating appropriate faculty workloads and relative emphases of performance areas rests with the department chairperson, subject to approval by the Dean.

College guidelines state that the standard teaching load for faculty with reassigned time for research is 9 semester hours. The teaching load for faculty without reassigned time for research is 12 semester hours. AQ faculty are eligible for reassigned time for research. Department faculty who do not meet the standards for AQ status when it is determined by the college at the annual review will not be eligible for reassigned time for research and will be assigned a 12 semester hour teaching load.

Additional time may be reassigned for service activities by the department chairperson subject to approval by the Dean and, when the situation warrants, the Director of CERPA. The department follows ASU Research and Sponsored Programs guidelines² for reassigned time related to grant activities. The department follows ASU Faculty Handbook³ guidelines related to reassigned time for teaching large sections.

These guidelines were approved by the Department of Economics Faculty on: *April 28, 2010*.

² <http://www.orsp.appstate.edu/budget/policies/buyout.html>

³ <http://facultyhandbook.appstate.edu/>