

Department of Psychology Service Expectations
Approved by department 4/9/12
Approved by A&S Central Committee 4/18/2012

1. General Principles

When reviewing a faculty member's performance in the area of service, evaluators will be guided by the following principles:

a. Each faculty member is expected to contribute to service. Faculty in Psychology typically have 5% of their job description allocated to service. The typical expectations within the department include service on two departmental committees. Professional behavior in interactions with colleagues is required.

b. Service is defined as making a positive contribution to the community, whether defined at the level of the department, university, profession, locality, state, nation, or world.

c. Departmental and university service activities include but are not limited to:

i. Contributing membership on university, college, departmental or programmatic ad hoc and standing committees

ii. Serving as director of the graduate program

iii. Advising of student organizations

iv. Serving as a an outside member on graduate student committees.

d. Contributions to the profession include but are not limited to:

i. Reviewing scholarly works and funding proposals

ii. Editing or serving on the editorial boards of scholarly journals

iii. Reviewing or evaluating the professional accomplishments of other individuals or organizations external to the University

iv. Governance of professional organizations through offices and/or committee assignments.

e. Contributions to the community include but are not limited to:

i. Pro bono consultation in which a faculty member uses the expertise of his/her academic discipline, such as consultation with governmental agencies, information and analysis provided to news media, and work done with community organizations

ii. Pro bono service such as providing clinical services or legal consultation

iii. Presentations to community organizations.

2. Review for Reappointment, Tenure, and Extended Term

For pre-tenured faculty and pre-extended term APLs, the minimum expectation is service on two departmental committees. They may take on leadership roles as chairs of smaller committees. College/university committees are examples of service that could exceed the minimum expectations. Additional examples of service beyond the pre-tenure expectations include service to the scientific community, such as serving on editorial boards or grant review panels, and service to the community in the capacity of a psychologist. We caution junior faculty from getting too involved in service prior to tenure or extended term.

3. Post-Tenure and Extended Term Review

Post-tenured faculty and extended term APLs are expected to continue the obligations from pre-tenure guidelines, with enhanced focus on leadership. This would likely take the form of service within the Department, the College, the University or service to professional organizations. They may also serve on graduate student committees outside the department.

2. Review for Reappointment and Tenure

Reappointment during the pre-tenure probationary period requires fulfilling the service obligations stated in the job description, as clarified in this document. Promotion to the rank of Associate Professor and the awarding of tenure requires fulfilling the service obligations stated in the job description, as clarified in this document. The scope and specific mix of service contributions will vary commensurate with his or her job description percentage; the needs of the department and institution; and the professional and community service opportunities available to the faculty member.

3. Review of Tenured Faculty

a. Promotion to the rank of Professor requires fulfilling the service obligations stated in the job description, as clarified in this document. The scope and specific mix of service contributions will vary commensurate with his or her job description percentage; the needs of the department and institution; and the professional and community service opportunities available to the faculty member.

b. In conjunction with performance evaluations conducted for post-tenure review under University Regulation 5-808, tenured faculty members shall demonstrate consistent contributions in University service as specified above.