

## Statement of Faculty Responsibilities for [FULL NAME]

**Realms of Responsibility (by percent effort)** *[All realms in which effort is expected should be assigned greater than 0% effort and included below. Realms in which effort is not expected should not be included {enter 0%}. Total percentages have to add to 100%.]*

***NOTE: All content in italics is meant to be replaces and/or deleted***

### Teaching and Mentoring of Undergraduate and Graduate Students

Approximate percent effort to be devoted to this realm of responsibility: 40%

I will commit to quality teaching consistent with the mission of the University and of the Department of Mathematics. Each course that I teach will be counted as 10% of my teaching responsibility.

I am expected to teach an average teaching load of four graduate or undergraduate courses per year or their equivalent for all faculty members. I am committed to quality teaching consistent with the mission of the University and the Department of Mathematics. In addition, the mentoring of graduate and undergraduate students or postdocs can be counted as equivalent to teaching a course. It is understood that buying out a course with research funding will lower my teaching responsibility and increase my research responsibility, accordingly. Similarly, if the teaching load will be reduced for research or service, then my teaching, research and/or service responsibilities will be adjusted accordingly.

*[The SFR should avoid listing specific classes, products, or journal publications or otherwise limiting the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm. Such details can also limit the ability of the department head to make adjustments as dictated by student and departmental needs.]*

### Discovery of Knowledge through Discipline-Guided Inquiry

Approximate percent effort to be devoted to this realm of responsibility: 40%

I will commit to quality research consistent with the mission of the University and of the Department of Mathematics. I understand that research is an integral major component of the mission of North Carolina State University. I am committed to engaging in research and establishing a research program consistent with the mission of the University and the Department of Mathematics in particular. Although my research is not restricted to any particular area, I recognize that my research should make original contributions to the field of (pure/applied) mathematics and bring recognition to the Department *[can include something about general expectations, such as high impact, internationally renowned, externally funded, etc.]* and to disseminate original contributions to my field through publications in peer-reviewed journals and conference proceedings, and talks at conferences, workshops and seminars.

I plan to continue my research in the area of xxx. The goal of my research is to xxx.

*[Do not require specific journals or otherwise limit the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm.]*

### Extension and Engagement with Constituencies outside the University

Approximate percent effort to be devoted to this realm of responsibility: *[insert #]* %

I will commit to quality efforts in *[extension, engagement, outreach, public science]* consistent with the mission of the University and of the Department of Mathematics.

I am expected to engage with people or organizations outside the University in *[specify region of state and/or topic of work as appropriate to the position]* through *[specify means of engagement as appropriate to the position but without unduly limiting the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm]*.

### Creative Artistry and Literature

Approximate percent effort to be devoted to this realm of responsibility: *[insert #]* %

I will commit to quality efforts in *[creative artistry, literature, musical composition]* consistent with the mission of the University and of the Department of Mathematics.

I am expected to contribute in *[specify nature of contributions as appropriate to the position]*, resulting in *[specify as appropriate to the position, without unduly limiting the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm]*.

### Technological and Managerial Innovation

Approximate percent effort to be devoted to this realm of responsibility: *[insert #]* %

I will commit to quality efforts in *[technological or managerial innovation]* consistent with the mission of the University and of the Department of Mathematics. I am expected to contribute in *[specify general nature of contributions as appropriate to the position]*, resulting in new *[products, processes, or services -specify as appropriate, but without unduly limiting the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm]*.

### Service in Professional Societies and within the University

Approximate percent effort to be devoted to this realm of responsibility: *[insert #]* %

I will commit to quality efforts in providing service to professional societies and other organizations outside of the University as appropriate to my disciplinary area. I will contribute to the programs and governance of the University, the College of Sciences and the Department of Mathematics as requested or desired. *[Identify major administrative roles, but avoid other specifics (e.g., specific committees) that might unduly limit the faculty member's flexibility and intellectual freedom to pursue promising leads and special opportunities in this realm.]*

### **Performance Standards**

This document summarizes the percent effort expected within each realm of responsibility appropriate to *[Name]*. Fulfilling the responsibilities defined above is necessary but not sufficient for reappointment, promotion, or conferral of tenure, or post-tenure review. I am expected to meet and strive to exceed performance standards in each of the above realms of responsibility and to an extent commensurate with the percent effort indicated.

Reappointment, promotion, and tenure performance standards are documented in the Department of Mathematics Reappointment, Promotion and Tenure (RPT) Standards and Procedures Rule [RUL 05.67.702], the College of Sciences RPT Standards and Procedures Rule [RUL 05.67.706], and relevant University policies and regulations [POL

05.20.01 and REG 05.20.04 for tenure track faculty or REG 05.20.34 for faculty not on the tenure track]. It is the responsibility of the department head(s) to ensure that appropriate performance standards are available for all of their faculty members. It is the responsibility of the faculty member and departmental voting faculty to review all applicable standards.

**Signatories**

_____	_____
Signature	Date
_____	_____
Alina Chertock, Head	Date
_____	_____
Lewis Owen, Dean, COS	Date

**Explanation of Changes** (when appropriate)

In [YEAR], changes were made in the percent effort by realm of responsibility because [briefly explain why changes were made, such as course buy out or change in administrative responsibility].  
*For example: Changes were made in the percent effort by realm of responsibility because Dr. Pack was named Director of the new Center for Bioinformatics and Agriculture effective August 2017 and will decrease his/her teaching and advising responsibilities.*

[The online submission tool will document changes by creating a table showing percent effort by realm and by year. This table will be part of the SFR document to be downloaded for inclusion in the Dossier. The online submission tool will also maintain a history of the SFR so that changes made during the review period can be documented.]