

BUFFALO STATE COLLEGE

DIRECTORY OF POLICY STATEMENTS

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Subject: Faculty Roles and Obligations

College faculty have responsibility in two broad categories of activities: those which are directed toward goals arising from the college's mission and those which facilitate the governance and support activities of the organization. Faculty have exclusive responsibility for certain activities but can share with professional staff in a number of others.

The professional obligations of faculty, as described in the Handbook for Faculty and Librarians include, but are not limited to, instruction, scholarship, research or creative activity, and service. The instructional category includes activities related to classroom teaching, laboratory study, studio guidance, intern and practicum supervision, independent study, thesis guidance, advisement, maintaining records of student work, student and program evaluation, out-of-class conferences with students, and curriculum planning and development. The scholarship, research, or creative activity category includes activities such as data collection and analysis, library research, laboratory study, studio work, performances, professional development and travel, writing and administration of grants, publications, and presentations. Finally, faculty are expected to perform service to the college, the region, and the professions. They serve multiple college governance structures, all of which contribute to the mission and goals of the college. These may include departmental and Faculty committees; College Senate committees; special committees, task forces, and policy boards; commissions; and university-wide committees. Faculty provide leadership and consultation in the public and private sector. They enhance the cultural life of the campus and community. They also participate in professional organizations regionally and nationally.

Faculty are also engaged in activities which contribute to the maintenance and support of the institution. Faculty with special assignments in collaboration with professional staff might contribute to one or more of the following: institutional planning and supervision; budget maintenance; data collection and information services; alumni affairs, development, and fund raising; instructional computing; academic support and special programs for students.

All faculty are expected to engage in teaching, scholarship or creative activity, and service. The specific mix of these various components is determined by the needs of the institution and students, the interests and skills of the faculty, the availability of resources and facilities, and various programmatic requirements. The teaching responsibilities will vary from semester to semester. The numbers of courses taught on an annual basis is based on a number of interrelated factors; programmatic requirements; availability of rooms, studios, and laboratories; class size and student contact hours; availability of laboratory support staff; pedagogical norms of the discipline; importance of studio or laboratory experiences; level of instruction; and demand and historical patterns within the area. The expectation for teaching is six to eight courses each academic year. In addition to those factors related to teaching given above, a faculty member may be reassigned to other professional activities: research or scholarly activity that is expected to result in significant products in their field, significant administrative assignments or extraordinary service, or externally funded projects that benefit the department and/or the institution. Decisions on reassignment from teaching are reached collaboratively by department chairpersons and deans.