

Service Expectations in the Department of Physics & Astronomy

The following represents a set of expectations for Physics and Astronomy faculty whose service allocation is 5%. Service is expected in committee work, student recruiting, and outreach. Service to one's research discipline falls under our departmental research expectations.

Committees

Faculty are expected to actively participate in department, and when appropriate, college and university, committees. However, the obligation will be minimized for new faculty during their first three years.

Undergraduate Student Recruitment

Meeting with visiting prospective undergraduate students and their families provides import opportunities to recruit new majors to our program. Meetings may include a description of our program, a tour of facilities, and general career guidance. All faculty should share in this responsibility.

Graduate Student Recruitment

A strong graduate program leads to a robust research environment. Faculty should strongly commit to improving our graduate program through active recruitment of quality graduate students. Participation in the annual visitation by prospective graduate students is key. Moreover, faculty are encouraged to advertise our graduate program by making phone calls and sending emails to colleagues, developing and distributing department brochures at conferences, and maintaining updated websites that describe their research.

Outreach and Public Relations

Explaining science to society is a fundamental duty of today's scientist. We can contribute to this effort by participating in outreach ventures such as WIRO Open House, the Wyoming State Science Fair, Women in Science, and presenting for local schools and community groups. It is also important to participate in department/college/university functions such as picnics, colloquia, graduation, UW Discovery Days, UW Resource Fair, A&S Honors Convocation, and community college articulation.

For promotion to Associate Professor or Extended-Term Academic Professional, faculty should have actively participated in department committees and helped with student recruiting and outreach. To be eligible for promotion to Full Professor or Senior Academic Professional, faculty shall have additionally exhibited leadership in department service and served on college and/or university committees.

A faculty member with a 5% service should spend an average of two hours per week on the above activities. To achieve satisfactory marks in the bi-annual post-tenure review process, faculty should meet the guidelines described above.