

Biology Service Categories 2012

Service Categories	1 Departmental activities:	2 University and College activities:	3 Professionally-related community service
Items:			
A	Departmental committee membership and active participation	University or College Committee membership or Office (not compensated)	Public lectures or presentations
B	Student advising (not assigned)	Union Committees and Service (not compensated)	Service to professional organizations
C	Search committee	Search Committee	Serving as a reviewer for journals or grants or outside graduate thesis or dissertation committees
D	Graduate student thesis committee membership		Facilitating formal exchanges among faculty and students
E	Student retention/recruitment activities		Judging science fairs
F	Special departmental service		Unpaid professional consulting
G	Serving as advisor to student groups		Professionally-related volunteer service

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Personnel action	Service	Required Documents	Other requirements
First year retention	“Appropriate”	At least one of the activities in category 1 or 2	
Second year retention Promotion to Assistant Professor	“Satisfactory”	Effective participation in at least one of the activities in category 1 or 2	
Third year retention	“Highly Satisfactory”	Highly satisfactory participation in two activities in Category 1 and service in Category 2	
Fourth year retention	“Effective”	Effective participation in two activities in Category 1 (two or more 1A) and service in Category 2	
Fifth year retention	“Highly Effective”	Highly effective participation on the activities in category 1 (two 1A) and category 2 (one 2A)	
Tenure Promotion to Associate Professor	“Significant”	Significant participation in the activities in Category 1 (three 1A) and Category 2 (two 2A), as well as service in Category 3 (for tenure)	
Promotion to Full Professor	“Superior”	Continuously active service in Category 1 and 2 and service in Category 3	
PAI	“Superior”	Continuously active service at Category 1 and 2	“Significant” in research (see above)
PAI	or “Significant”	Effective participation on Category 1 and 2	“Superior” in research (see above)
Full Professor	“Exception”	Continuously active service in Category 1, 2, and 3	