

Department of Mechanical and Materials Engineering Bylaws

Approved: September 15, 2006

Amended: January 25, 2021

1.0 INTRODUCTION

1.1 Purpose

These bylaws implement aspects of the Collective Bargaining Agreement between Wright State University and the Wright State University Chapter of the American Association of University Professors (hereafter known as the CBA) that address procedures for the participation by appropriate bargaining unit faculty members (hereafter known as BUFMs) in the governance of the Department of Mechanical and Materials Engineering (hereafter known as the Department). These bylaws may be modified at any time through agreement of a majority of BUFMS in the department, the dean, and the Faculty Governance Committee.

1.2 Faculty Purpose

The faculty of the Department is a community of scholars whose objective is (1) to create and maintain a climate of free inquiry resulting in the expansion, advancement, and preservation of knowledge and its sharing with others and (2) to promote the professions of mechanical and materials engineering. We seek to promote a common spirit of inquiry between teacher and student in an open framework of trust and mutual respect. Cooperative efforts among those espousing different disciplines are encouraged and nurtured in the hope of achieving real progress in those areas where progress does not come easily.

1.3 Faculty Membership

The provisions set forth in these bylaws apply to BUFMs with their primary appointment in the Department of Mechanical and Materials Engineering. However, joint appointments for faculty who hold their primary appointment in another academic unit may also be offered by majority vote of the department BUFMs and the approval of the chair. Faculty with joint appointments may actively participate in the education and research activities of the department (e.g., teaching an appropriate course as assigned by the chair or serving on M.S. or Ph.D. dissertation committees) but may not participate in matters pertaining to department faculty governance. Joint appointments may be terminated at any time by majority vote of the department BUFMs and must be renewed every 5 years.

2.0 ORGANIZATION

2.1 Selection of Departmental Chair

The Dean shall initiate the selection process for a Department Chair. The Dean shall announce whether the search is to be external or restricted to candidates currently employed by the University. The Dean shall appoint a search committee, which will include faculty of the department, and may include other College of Engineering and Computer Science (CECS) faculty and members from outside the College or University at the discretion of the Dean. A majority of the committee will be BUFMS from the department. The committee procedures are not specified except that the committee will follow all University Affirmative Action policies and procedures and will consult with the department faculty such that each full-time faculty member has an opportunity for input into a faculty recommendation of acceptable candidates. The committee will recommend one or more qualified candidates to the Dean according to the charge to the committee.

2.2 Faculty Input to Review of Administrators

When the chair, the dean, or another university administrator is formally reviewed pursuant to the CBA, each faculty BUFM will be provided an opportunity to give written input to the review committee.

2.3 Department Committees

Standing committees (excluding the Faculty Development Committee) are appointed by the Department Chair in advance of the first day of Fall classes each year. Appointments remain in effect until the start of the following academic year. Committee chairs are elected by the respective committees each year. In addition, the Chair or the BUFMs may create from time to time such ad hoc committees as may be required to undertake and discharge specific tasks.

2.3.1 Chair's Advisory Committee

The Chair's Advisory Committee shall provide advice to the Chair on department policy and operational procedures.

2.3.2 Program Area Committee(s) (6)

These committees shall be involved with planning and recommending curricular matters specific to their program area. These groups shall also recommend teaching assistant candidates for their laboratory areas and other related issues. The Chair will appoint a coordinator in each group to provide input on various departmental issues.

These committees are composed of faculty groups from the mechanics, thermal-fluids, materials, renewable and clean energy, manufacturing, and aerospace systems areas within the Department. Each BUFM must serve on one primary program area committee as designated by the chair, but may also serve on other program area committees as appropriate.

2.3.3 Undergraduate Curriculum Committee

This Committee has the responsibility to evaluate curriculum and academic policy and to make recommendations to department faculty and to the appropriate College and University committees on issues relating to the undergraduate programs of the department. In particular, the Committee shall:

- Make policy recommendations on evaluation of undergraduate courses, curriculum changes, admission requirements, and graduation requirements.
- Make recommendations on all changes, additions, or deletions of undergraduate courses offered by the Department.
- Review course materials to ensure content is consistent with catalog descriptions and prerequisite material is covered in prerequisite courses. Make recommendations as needed.

2.3.4 Graduate Curriculum Committee

This Committee has the responsibility to evaluate and make recommendations on all issues relating to the graduate programs of the Department. In particular, the Committee shall:

- Make policy recommendations on evaluation of graduate courses, curriculum changes, admission requirements, and graduation requirements
- Make recommendations on all changes, additions, or deletions of graduate courses offered by the Department.
- Review and make recommendations for the Ph.D. program
- Review and make recommendations for graduate scholarships and fellowships awarded by the Department.

2.3.5 Petitions, Honors and Awards Committee

The Petitions, Honors and Awards Committee is responsible for recommendations on student petitions specifically related to policies and requirements that pertain to the Department and making recommendations on those involving college and university requirements. The Committee nominates departmental students for awards and scholarships. The Committee also nominates faculty for college and university honors and awards. It also deals with issues involving departmental and university honors programs.

2.3.6 Faculty Development Committee

This committee works on behalf of the Department to achieve a diverse faculty of outstanding ability and superior performance in teaching, scholarship, and professional service. The specific responsibilities of the Committee are as follows:

- To recommend hiring standards for new faculty, and when requested, to aid in the recruitment of new faculty.
- To assign faculty mentors to assist new BUFMs in the department.
- To annually evaluate BUFM progress toward Promotion and/or Tenure
- To make recommendations regarding proposals for promotion and tenure of faculty.
- To promote high standards of faculty achievement.

The Faculty Development Committee shall include all tenured BUFMs in the department. The Department Chair will chair all promotion and tenure deliberations, but is a non-voting member of the committee in all matters.

The Faculty Development Committee shall meet as needed to undertake such tasks as it may set for itself in achieving the goals expressed above. Faculty including members of the committee will not participate or be present at committee meetings that affect their own promotion or tenure process or those to a higher rank than their own. The committee shall explain the reasoning for its conclusions in its recommendations.

2.3.7 Student Advising and Recruitment Committee

The Committee will consist of the Chair, associate Chair and other members of the department assigned by the Chair. The Committee will provide service on student advising and perform active student recruitment activities.

2.3.8 Continuous Quality Improvement Committee

The Committee will consist of at least one BUFM from each Program Area Committee, as assigned by the Chair. The Committee will establish, maintain, and execute procedures associated with the assessment and continuous improvement of the department's academic programs, as required for ABET and HLC accreditation.

2.4 Recommendation of the Faculty

In all areas not specifically mentioned above, the faculty advice or recommendation will result from a meeting of the faculty scheduled by the chair or at the request of 25% of the BUFMs in the department. Except in emergencies, an agenda must be distributed one week prior to the meeting. Any official recommendations of the faculty must be approved by a majority of the BUFMS in the department.

2.5 Department Faculty Meetings

The Chair will schedule regular meetings of the full Department Faculty at least once per semester during the academic year.

3.0 Scholarship Equivalencies

In the upcoming sections relating to Annual Evaluation and Promotion and Tenure, representative levels of performance are given for several quantifiable measures of scholarship, including total number of journal equivalencies, total dollars in external research funding, and total equivalent semesters of graduate student support.

3.1 Journal Equivalencies

The following equivalencies have been established between archival journal publications and other types of scholarly contributions (may be combined across categories):

- Books authored: 2
- U.S. Patents: 1
- Book chapters authored (max one per book): $\frac{1}{2}$
- Keynote or plenary address at a conference or symposium (max of 4): $\frac{1}{2}$
- Refereed conference papers: $\frac{1}{3}$
- Published abstract or non-refereed conference paper (without presentation, max of 8): $\frac{1}{4}$
- Conference or symposium presentation (without paper or published abstract, max of 8): $\frac{1}{4}$
- Invited presentations at other institutions (max of 8): $\frac{1}{4}$

The maximum values indicated above refer to the quantitative calculation for the specified evaluation period, such as promotion and tenure periods and annual evaluation periods.

Scholarly contributions not explicitly listed above may be submitted by the candidate to the Faculty Development Committee for official consideration as a journal equivalency. Any such equivalency determined by the FDC must be documented in writing and included as part of the candidate's promotion and tenure document.

3.2 Equivalent Semesters of Graduate Student Support

An equivalent semester of graduate student support refers to the minimum total dollars of graduate stipend as specified by the Graduate School for a standard 16 week appointment of 20 hours per week; however, graduate student tuition or wages paid to undergraduate student researchers from external funding accounts may also be counted toward that total. In calculating the equivalent semesters of graduate student support, no individual student's support can be counted as more than one equivalent semester within a single semester timeframe.

3.3 Quality of Published Works and Journal Equivalencies

It is expected that faculty publish and present their work in various quality journals, journal equivalencies, and venues according to the nature and scope of the contribution, the intended audience, and the technical level of the discussion. Nevertheless, it is expected that the scholarship appears in respected journals, journal equivalencies, and venues in the faculty member's research area. "Vanity press" books and articles published in "predatory" journals, as explicitly defined in the CBA, are not counted for either annual evaluation or promotion and tenure.

4.0 Annual Evaluation

4.1 General Criteria

All faculty members shall be evaluated annually by the department chair in accordance with the procedures set forth in the CBA. The CBA specifies uniform criteria across the University for the evaluation of teaching and service for both TET and NTE faculty, while specific criteria for TET faculty scholarship must be outlined in the department bylaws. Specific scholarship criteria for TET faculty in the MME department are as outlined in Section 4.2 below.

4.2 Specific Criteria for the Evaluation of TET Faculty Scholarship

Factors used in rating the scholarship performance include submission of journal articles to peer-reviewed archival journals; acceptance of submitted articles; submission and acceptance of abstracts, proceedings, book chapters, reports, etc.; submission and award of patents; invitation to give lectures, conference presentations, seminars; submission of research proposals; funding of research proposals; support of students in the faculty member's research program. In a chair's annual evaluation of a faculty member's scholarship, the specific numerical values corresponding to the ratings of unsatisfactory, adequate, meritorious, outstanding and extraordinary are 0, 1, 2, 3, and 4, respectively.

4.2.1 Unsatisfactory

The faculty member does not meet the requirements of an adequate level of performance in scholarship as outlined below.

4.2.2 Adequate

Research progress may be indicated by documenting an average of at least one of the following measures per year over the past three years:

- publication of a technical paper in a technical conference or a book chapter or a total of ½ journal equivalency as defined in Section 3.0;
- submission of a journal paper for a peer-reviewed journal;
- submission of a research proposal to an external agency.

If the faculty member has had no external research support during the year, there must be documentation about submission of a research proposal to an external agency. This proposal must be for a major grant from a national source with the faculty member as the principal or co-principal investigator.

4.2.3 Meritorious

Research performance in the meritorious category can be demonstrated by an average of at least two measures per year over the past three years such as those listed below:

- publication of a technical paper in a peer-reviewed journal or a total of one journal equivalency as defined in Section 3.0;
- initial funding of a research grant;
- two semesters of equivalent graduate student support.

4.2.4 Outstanding

Assuming the faculty member has met the requirements for meritorious scholarship, an average of at least two additional measures per year over the past three years such as those listed below can be used as evidence of outstanding performance:

- publication of at least one additional journal article or a total of two journal equivalencies as defined in Section 3.0;
- external research grants and contracts of \$100,000 in total costs per year;
- an additional two semesters of equivalent graduate student support.

4.2.5 Extraordinary

The faculty member must demonstrate research activities that significantly exceed expectations for outstanding.

5.0 General P&T Evaluation Criteria for TET Faculty

The CBA specifies uniform promotion criteria for NTE faculty, while promotion and tenure criteria for TET faculty must be specified in the department bylaws. The Department of Mechanical and Materials Engineering establishes the following general criteria for the evaluation of TET faculty for promotion and tenure. Specific quantitative requirements for promotion of TET faculty to Associate Professor and to Professor are discussed in Section 6.0, but are qualitatively defined by these general measures. It is the responsibility of the candidate to provide evidence of excellence in scholarship, teaching and service to the institution and to the academic and professional communities. Letters of reference may be used as evidence of strength. The criteria are grouped into three categories: *Scholarship*, *Teaching*, and *Service*.

5.1 Scholarship

The most important components of a candidate's scholarship performance are the publication record, the record of external funding, and the evaluation letters received from external referees. For favorable consideration for promotion at either level and for the award of tenure, candidates must provide clear and compelling evidence that they are productive scholars who have developed an active and independent research program. General expectations with respect to publications and funding are summarized below.

5.1.1 Publications and Journal Equivalencies

Peer reviewed archival journal papers and journal equivalencies serve as the foundation on which the candidate's scholarship record should be built and evaluated. While it is expected that faculty members engage in scholarship primarily related to their engineering disciplines, a candidate's scholarship record may also include peer-reviewed journal publications or journal equivalencies in other disciplines, including engineering education.

5.1.1.1 Authorship Considerations

At least half of the required publications, especially the archival publications, should have the faculty member or the faculty member's students as the primary author. Collaborative efforts are encouraged where appropriate to the research topic and when resources can be obtained through teamwork that would not be available to the single investigator. Nevertheless, a scholarship record in which a disproportionate share of the journal equivalencies are primarily authored by collaborators is not appropriate in that it fails to document the establishment of an independent research program.

5.1.1.2 Consistency in the Scholarly Record

The faculty member should be able to show that the scholarly record has been built and sustained over the faculty member's time at Wright State University. It is natural that a transitional period may occur as faculty acquire and develop graduate student researchers, build laboratory facilities, focus on a new area of research or assume additional duties. However, once a reasonable period of adjustment is past, the research program of the faculty member should begin to grow in a fairly steady manner, so that evidence of consistency is present in the faculty member's record.

5.1.2 External Funding

Faculty members are expected to contribute to the departmental research mission not only through scholarly publication, but also by obtaining resources to support research activities. The primary objective of obtaining external funding is to aid in the production of high-quality scholarship and to allow a faculty member to build the infrastructure to sustain such activities.

A cornerstone of an active academic research program and a priority in the departmental research mission is the sustained support and supervision of graduate students. In addition to graduate student support, funding from external awards is commonly used to support research activities, facilities and equipment, and other personnel. While these expenditures are all instrumental in establishing and maintaining a research program, the sustained support and supervision of graduate students is considered a particularly important measure of the scholarship value of external funding awards.

5.1.2.1 Competitive Awards

Along with refereed journal publications, competitively reviewed proposals by funding agencies or members of industry provide an additional external measure of the quality and contribution of faculty research. Faculty members are expected to demonstrate success in obtaining competitive funding awards as principal or co-principal investigators.

5.1.2.2 Internal Funding

Opportunities for “internal” funding frequently exist within Wright State University, that limit the competition for the awards. The objectives of these programs are to enhance the recipient’s ability to competitively obtain additional external funding from other agencies. Success of these programs should be directly reflected in the publications generated and external funding obtained as a result of the internal support. Consequently, except for funds to support graduate students, internal funding has no bearing on an evaluation for promotion or tenure.

5.2 Teaching

Faculty members are expected to demonstrate excellence in the classroom, as a graduate advisor, and as a mentor. Evidence of excellence can be inferred from such measures as student and peer evaluations of classroom performance, number of graduate students successfully advised to completion, successful advisement of senior design and independent study projects, papers coauthored with students, involvement with student chapters of professional societies, publications addressing engineering education or courseware, published textbooks or courseware, effective course enhancement or teaching innovations, curriculum development, lab development, and teaching awards. Each faculty member is expected to teach a variety of material at both undergraduate and graduate levels subject to department scheduling requirements.

Faculty members are expected to effectively use the resources available and administer their classes in a manner that is punctual, prepared, professional, and personable. In addition, faculty members should be available, outside of class, for a reasonable period of time each week to meet with students from class, from student organizations, or who are seeking advice on other academic matters.

5.3 Service

In order to be considered for promotion, faculty members must demonstrate that they have performed service responsibilities for the Department, the College, and the University community, by participating actively in Department, College, and University committees. In particular, faculty members should consistently attend assigned committee and other Departmental meetings and complete the work necessary for the committees to fulfill their responsibilities. In addition, faculty members are expected to contribute to their academic community and its professional activities in a manner which increases with rank, as outlined below.

5.3.1 Expectations for Promotion to Associate Professor with Tenure

Assistant Professors are expected to focus primarily on scholarship and teaching, and to a lesser extent on service. However, for promotion to Associate Professor with tenure, candidates are expected to participate in College and Department committees to show some evidence of professional service involvement at the national level. Typical examples of such involvement include membership in professional societies, participation in national conferences and symposia, and reviewing of journal papers.

5.3.2 Expectations for Promotion to Professor

For promotion to Professor, the candidate is expected to have assumed a leadership role in Department, College, or University committees and to have demonstrated significant professional service involvement at the national level. Examples of such involvement include holding editorships of journals, serving on conference organization committees, organizing and chairing sessions at conferences, holding offices in professional societies, continued paper and proposal reviewing, and participating in review panels for funding agencies.

6.0 Quantitative P&T Evaluation Criteria for TET Faculty

In the sections that follow, representative levels of performance in specific areas of scholarship and teaching are quantified and described in terms of "marginally acceptable", "acceptable" and "strong". Measures of performance substantially below these representative values would be considered "weak" while those substantially above would be considered "very strong." The corresponding numerical values for the ratings of weak, marginally acceptable, acceptable, strong, and very strong are 0, 1, 2, 3, and 4, respectively.

6.1 For Promotion to Associate Professor with Tenure

In this section specific quantitative requirements for promotion to Associate Professor with tenure and for awarding tenure to an untenured Associate Professor are outlined. It is normally expected that an Assistant Professor will be considered for promotion to Associate Professor with tenure during their sixth year at Wright State University, and that an untenured Associate Professor will be considered for tenure during their third year at Wright State University. However, for those candidates having substantial relevant prior experience or demonstrating exceptional performance, provisions for early consideration for promotion with tenure are also provided.

The quantitative criteria below refer to the candidate's total performance record, which may include time prior to the candidate's joining the faculty at Wright State University. However, a candidate's performance record within the previous five years, and particularly since appointment at Wright State University, is given strongest consideration.

6.1.1 Scholarship

In this section, representative levels of performance are given for four quantifiable categories of scholarship, including total number of refereed journal equivalencies, total dollars in external research funding, total equivalent semesters of graduate student support, and total numbers of graduate research students supervised to completion. The latter includes only M.S. thesis and Ph.D. students graduated with the candidate listed as the primary thesis or dissertation director. In order to receive a favorable recommendation for promotion, a candidate must achieve an overall average of "acceptable," or a numerical average of at least 2.0 across all four categories.

In regard to the number of refereed journal equivalencies, a total of 8 is considered "marginally acceptable," a total of 10 is considered "acceptable" and a total of 12 is considered "strong." While papers submitted for publication are certainly indicative of ongoing scholarship activity, the above representative numbers refer only to papers officially accepted for publication and those already in print. Further, it is expected that at least half of the above representative numbers of journal equivalencies would have been published following the candidate's appointment at Wright State University, and that the latter include a minimum of 4 actual archival journal papers with the candidate's affiliation listed as Wright State University.

In regard to total dollars of external research funding, a total of \$100,000 is considered "marginally acceptable," a total of \$200,000 is considered "acceptable" and a total of \$300,000 is considered "strong." Here, only external research funding officially awarded to Wright State University and allocated to a research account under the direction of the candidate is considered.

In regard to total equivalent semesters of graduate student support, a total of 8 is considered "marginally acceptable," a total of 10 is considered "acceptable" and a total of 12 is considered "strong." For the

purpose of quantifying equivalent graduate student support, the source of funding may be either internal or external, as long as the support is payable from a WSU account under the direction of the candidate.

In regard to the total number of graduate research students supervised to completion, a total of 2 M.S. thesis students graduated is considered "marginally acceptable," a total of 3 is considered "acceptable" and a total of 4 is considered "strong." If the candidate has graduated both M.S. thesis and Ph.D. students during the probationary period, each Ph.D. student is considered equivalent to 3 M.S. thesis students. The above total numbers refer to graduate research students supervised to completion here at Wright State University.

6.1.2 Teaching

In order to receive a favorable recommendation for promotion to Associate Professor with tenure, a candidate must demonstrate to the Promotion and Tenure Committee that the candidate has met the conditions for "high merit" in teaching (as quantified in Article 11 of the CBA) for at least the preceding 3 years. In order to receive a favorable recommendation for tenure, an untenured Associate Professor must satisfy the conditions for "high merit" in teaching for at least the preceding year.

In addition, since graduate student advising is also an important part of the graduate teaching mission of the department, a candidate must have graduated at least one M.S. thesis or Ph.D. student in order to receive a favorable recommendation for promotion and/or tenure.

6.1.3 Service

In order to receive a favorable recommendation for promotion to Associate Professor with tenure, a candidate must demonstrate to the Promotion and Tenure Committee that the candidate has met the requirements for Routine Service (as quantified in Article 11 of the CBA) for at least the preceding 3 years.

6.1.4 Early Consideration

A candidate may be considered for promotion to Associate Professor or for tenure prior to the end of the probationary period when the candidate has experience as a tenure track faculty member at another institution(s) and achieves a minimum rating of "acceptable" in all quantifiable categories of scholarship.. A candidate who started their initial appointment at Wright State University may also be considered for promotion with tenure prior to the end of the probationary period if they achieve an overall rating of "strong," or a numerical average of at least 3.0 across all four categories of quantifiable scholarship. In either case, the candidate must also satisfy the teaching and service requirements of Sections 6.1.2 and 6.1.3.

6.2 For Promotion to Professor

For promotion to Professor, the career accomplishments of the candidate should show clear evidence of a nationally or internationally recognized contributor to the discipline. Moreover, evidence of continuing and consistent scholarship is required to ensure that the candidate's contributions represent the current state of the discipline.

In order to provide sufficient time to establish a continuous record of scholarship at the level expected for promotion to Professor, a candidate normally will have completed at least five years at the rank of Associate Professor. In exceptional cases, a candidate may be considered for promotion to Professor prior to the completion of five years at the rank of Associate Professor. A case may be considered exceptional if the candidate achieves an overall rating of "strong," or a numerical average of at least 3.0 across all four categories of quantifiable scholarship outlined below, when this level of performance has been of sufficient duration to confirm that the criteria have been met, and when the candidate also satisfies the teaching and service requirements of sections 6.2.2 and 6.2.3.

The quantitative criteria outlined below refer to the cumulative performance record throughout the candidate's career, although specific consideration is also given to the candidate's performance record during the preceding five years.

6.2.1 Scholarship

In this section, representative levels of performance required for promotion to Professor are given for four quantifiable categories of scholarship, including total number of journal equivalencies, total dollars in external research funding, total equivalent semesters of graduate student support, and total numbers of graduate research students supervised to completion. In order to be promoted to the rank of Professor, the candidate is required to be at least "marginally acceptable" in all categories below with an overall average of "acceptable," or a numerical average of at least 2.0 across all four categories.

In regard to the number of journal equivalencies, a total of 18 is considered "marginally acceptable," 21 is considered "acceptable" and 24 is considered "strong." Further, it is expected that at least half of the above representative journal equivalencies would have been published within the previous five years or the time since the last promotion, whichever is less, and that the total number include a minimum of 8 actual archival journal papers with the candidate's affiliation listed as Wright State University.

In regard to total dollars of external research funding, a total of \$500,000 is considered "marginally acceptable," \$750,000 is considered "acceptable" and a total of \$1,000,000 is considered "strong." Here, only external research funding officially awarded to Wright State University and allocated to a research account under the direction of the candidate is considered. Further, it is expected that at least half of the above total research dollars would have been awarded within the previous five years or the time since last promotion, whichever is less.

In regard to equivalent semesters of graduate student support, a total of 20 is considered "marginally acceptable," a total of 25 is considered "acceptable" and a total of 30 is considered "strong." An equivalent semester of graduate student support is as defined in Section 5.1.1.

A candidate for Professor is expected to have supervised to completion a significant number of graduate research students. With each Ph.D. student graduated being equivalent to 3 M.S. thesis students, the equivalent of 8 M.S. thesis students graduated is considered "marginally acceptable," the equivalent of 10 is considered "acceptable," and the equivalent of 12 is considered "strong."

6.2.2 Teaching

In order to receive a favorable recommendation for promotion to Professor, a candidate must demonstrate to the Promotion and Tenure Committee that the candidate has met the conditions for "high merit" in teaching (as quantified in Article 11 of the CBA) throughout the previous five years.

Since advising Ph.D. students is also an important part of the graduate teaching mission of the department, a candidate must have graduated at least one Ph.D. student in order to receive a favorable recommendation for promotion to Professor.

6.2.3 Service

In order to receive a favorable recommendation for promotion to Professor, a candidate must demonstrate to the Promotion and Tenure Committee that the candidate has met the requirements for Expected Service (as defined in Article 11 of the CBA) throughout the previous five years.

6.3 Criteria for Appointment with Tenure

Occasionally an award of tenure is made with an initial appointment to the rank of Associate Professor or Professor. When this is considered, it is normally expected that the candidate currently has tenure at an academic institution whose stature and expectations are at least comparable to those of Wright State University. The career accomplishments of the candidate should establish him or her as a nationally recognized contributor to the discipline. To ensure that the candidate's contributions represent the current state of the discipline, the specific criteria previously discussed for promotion to the rank being considered must be satisfied.

BYLAWS APPROVAL FORM

The bylaws for the Department of Mechanical and Materials Engineering, dated December 8, 2020, are approved as follows.

Revised document is attached.

Bargaining Unit Faculty Approval

The bargaining unit faculty approved the bylaws by a vote of **16 YES** to **0 NO**.

Nathan W. Kimbrell

Bargaining Unit Faculty Representative

01/25/2021

Date

Dean Approval

Brian Rigling

Dean(s)

1/26/2021

Date

Faculty Governance Committee Approval

Guy Ory

Co-Chair (AAUP Representative)

3/9/2022

Date

J. P. White

Co-Chair (University Representative)

8 March 2022

Date