

WSU-Lake Campus Bylaws

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A. PURPOSE OF THE LAKE CAMPUS FACULTY SENATE

The Lake Campus Faculty Senate provides a mechanism by which the faculty participates in the governance of the college.

B. MEMBERSHIP

Membership in the Lake Campus Faculty Senate shall include voting and nonvoting individuals. Voting members include all bargaining unit faculty members (BUFMs). Nonvoting members include the following: Dean, Associate Dean, Librarian, Emeritus faculty, a representative of the WOEf Board, and an elected student representative.

All voting members of the Faculty Senate have the right to stand for election as officers and the responsibility to serve on Senate committees. Several exceptions are noted below in the descriptions of the individual committees.

C. OFFICERS

Section 1.

Officers of the Lake Campus Faculty Senate of Wright State University shall include a President, a President-Elect, and a Secretary elected from among voting members of the Senate.

Section 2.

All officers of the Faculty Senate shall be elected by majority vote of the Faculty Senate. Election of officers shall be held during the last half of the spring term of each academic year, and all officers shall serve for a period of one year, ending on the final day of the exam week of the spring term. To ensure representative and competitive elections, each academic unit should attempt to select/elect a nominee(s) for each office.

Section 3.

Any officer may be removed from office by a vote of two-thirds of the full voting membership of the Faculty Senate.

Section 4.

Vacancy of any office for any reason shall be filled by the same procedure as directed in Section 2 above, except that officers elected to fill vacancies shall serve only the unexpired portion of the predecessor's term.

Section 5.

Duties of the President:

- a. To preside over meetings of the Faculty Senate. (In the president's absence, the president-elect shall preside.)
- b. To draw up an agenda for all meetings of the Faculty Senate.
- c. To notify all members of the Faculty Senate concerning the time, place, and agenda of all meetings of the Faculty Senate at least two (2) working days prior to such meetings.
- d. To call meetings of the Faculty Senate.
- e. To notify all members of the Faculty Senate regarding proposed bylaw amendments.
- f. To serve as an ex-officio non-voting member of all committees except for the TET Promotion and Tenure Committee and the Senior Lecturer Promotion Committee.

Section 6.

Duties of the President-Elect:

- a. To fulfill the duties of the president when the president is absent or unable to fulfill the required duties.
- b. To chair the Academic Affairs / Curriculum Committee.

Section 7.

Duties of the Secretary:

- a. To keep the minutes of all meetings of the Faculty Senate and to distribute the minutes to members of the Faculty Senate prior to the next regularly scheduled Faculty Senate meeting.
- b. To complete all correspondence of the Faculty Senate.

Section 8.

The sole qualification for officers shall be that they are voting members of the Faculty Senate at the time of their election and during their terms of office.

D. WOEF BOARD REPRESENTATIVE

Duties of the WOEF Board Representative shall include:

- a. Attending all WOEF Board monthly meetings.
- b. Solicit relevant faculty information for presentation to the WOEF Board.

E. CREATION AND OPERATION OF COMMITTEES

Section 1.

Rules governing the creation and operation of committees shall consist of the following:

- a. **Composition of the Committees:** There are currently three academic units into which full-time faculty are divided: Science, Math, and Engineering; Humanities and Social Sciences; and Business, Education, Nursing, and Technical Studies. (The Dean, in consultation with the Academic Unit Leaders may alter the titles and composition of these units.) Except for the Executive Committee, TET Promotion and Tenure Committee, Senior Lecturer Promotion Committee, and Administrative Search Committees, each Senate committee shall include at least one BUFM from each academic unit.
- b. **Selection/Election of BUFM Committee Members (TET Promotion and Tenure Committee, and Senior Lecturer Promotion Committee not included):** By the end of the tenth week of classes of the spring term, each unit will provide the Senate president with a list of its BUFM representatives on each Senate standing committee for the upcoming academic year. As much as possible, the unit coordinator shall give faculty members the opportunity to indicate personal preferences and shall allow committee assignments to be determined by mutually agreeable selection. In cases in which such a selection is not possible, the unit coordinator shall arrange for elections, and all BUFMs in each unit shall be eligible to vote in such elections. Once each unit has selected or elected a faculty member to serve on each standing committee, the unit coordinator will send a list of additional faculty members interested in serving on specific committees to the Faculty Senate President, and, if necessary an election to fill the remaining seats will be conducted, with all members of the Faculty Senate voting by anonymous paper ballot. Within this time frame, TET BUFMs will elect members of the TET Promotion and Tenure Committee and NTE BUFMs will elect members of the NTE Senior Lecturer Promotion Committee.
- c. The Faculty Senate President is empowered to fill any committee assignments that have not been filled by the units by the end of the tenth week of classes and will be not be filled by the election process in b above of the spring term.

Section 2.

Except as otherwise directed by CBAs, Standing Committees shall function as follows:

- a. All committees, whether standing or temporary, shall have both a chair and a recording secretary. The chair and the recording secretary shall be members of the committee who are elected by majority vote of the members of the committee, except as otherwise noted in these bylaws.

- b. All committees, whether standing or temporary, shall make reports of their activities, as needed at Faculty Senate meetings and make recommendations regarding affairs within their jurisdiction.
- c. With the exception of the promotion and tenure committee and the senior lecturer promotion committee, chairpersons and members of all committees, whether standing or temporary, may be removed from office and/or removed from committees by a vote of two-thirds of the full voting membership of the Faculty Senate. Removal of the chairs and / or members of the promotion and tenure committee and the senior lecturer promotion committee requires 2/3 vote of the TET BUFMs or the NTE BUFMs, respectively.
- d. Unless otherwise indicated, chairpersons and members of all committees shall serve for a period of one year, from the first day of the summer term to the final day of spring term.
- e. Vacancies for any cause among committee chairpersons or members may be temporarily filled by appointment by the Faculty Senate President, pending approval by the Faculty Senate.
- f. Roberts' Rules of Order shall govern the conduct of all committee meetings. Points of order not resolved at a meeting shall be referred to the Governance and Bylaws Committee.
- g. Committees shall meet at the discretion of the committee chairperson and membership.
- h. All committee meetings not dealing with personnel matters shall be open to all voting members of the Faculty Senate.

F. INDIVIDUAL COMMITTEES

Section 1.

The following shall constitute the standing committees of the Lake Campus Faculty Senate of Wright State University.

- a. Faculty Affairs Committee
 - 1. The Faculty Affairs Committee shall consist of six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws.
 - 2. The Faculty Affairs Committee shall be concerned with matters relating to the faculty, including recommendations to the Dean for membership on search committees, recommendations to the Promotion and Tenure Committee for the assignment of mentors to new faculty, and nominations to the Faculty Senate for the annual Lake Campus Faculty Awards and other distinctions (such as the OATYC annual awards).

b. Academic Affairs/Curriculum Committee

1. The President-Elect shall chair and be a voting member of the Academic Affairs/Curriculum Committee.
2. The Academic Affairs/Curriculum Committee shall consist of seven (7) members: the President-Elect and six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws.
3. The Academic Affairs/Curriculum Committee shall review and make recommendations on all academic matters, including course scheduling, course offerings, registration procedures, advising, student affairs, and graduation.
4. The Academic Affairs/Curriculum Committee shall make recommendations about the design of new courses and programs, as well as about current curriculum with a view toward continuous improvement. Recommendations regarding new programs and courses must be approved by the Dean and the Faculty Senate before being forwarded to the university Undergraduate Curriculum & Academic Policy Committee.
5. The Academic Affairs/Curriculum Committee shall assist the Dean with the campus Academic Scholarship program.

c. Governance and Bylaws Committee

1. The Governance and Bylaws Committee shall consist of at least six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws.
2. The Governance and Bylaws Committee shall conduct all elections for Faculty Senate officers, for positions on the Promotion and Tenure Committee, for positions on the Senior Lecturer Promotion Committee, and for faculty representation on the WOEf board.
3. The Governance and Bylaws Committee shall review this document at least once each year and make recommendations to the Faculty Senate regarding any amendments deemed necessary.
4. The Governance and Bylaws Committee shall be responsible for maintaining the bylaws and shall provide any voting member of the Faculty Senate a current copy (electronic or paper) on demand when changes are made.
5. The Governance and Bylaws Committee shall prepare in proper form all amendments to this document proposed by members of the Faculty Senate. The committee shall provide a copy of such amendment to each member of the Faculty Senate at least 15 days prior to the meeting at which said amendment is to be considered.

6. All votes by Lake Campus bargaining unit faculty on amendments to the bylaws will be conducted by the Governance and Bylaws Committee. Approval requires a majority approval vote by all the members of the bargaining unit faculty (specifics on voting rights in CBAs) and approval by the dean and by the university-level Faculty Governance Committee.
 7. The Governance and Bylaws Committee shall resolve all procedural problems referred to it by the Faculty Senate or any committee.
- d. Technology and Library Committee
1. The Technology and Library Committee shall consist of at least six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws.
 2. The Technology and Library Committee shall make recommendations on matters related to library resources and instructional technologies.
 3. The Technology and Library Committee shall be charged with maintaining curricular standards, course quality, faculty preparation and support for distance learning
- e. Undergraduate Petitions Committee
1. The Undergraduate Petitions Committee shall consist of at least seven (7) voting members: at least six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws and a student who shall be of at least sophomore standing with a 3.0 cumulative grade point average and who shall be elected by the student body after having presented a petition signed by 25 students. The committee chairperson shall confirm such petition and all other qualifications of all candidates. The Undergraduate Petitions Committee shall consider and make recommendations regarding undergraduate petitions by any Lake Campus student who has not declared a major in a four-year degree program, in accordance with the standard procedures of Wright State University. Petitions of four-year degree students with declared majors will be forwarded to the petitions committee of the appropriate school or college on the Dayton Campus.
- f. Budget/Long Range Planning Committee
1. The committee shall consist of at least six (6) voting members of the Faculty Senate, selected according to the guidelines provided in Section E of these bylaws.
 2. The Budget/Long Range Planning Committee shall make recommendations regarding: student retention, facilities planning, the annual budget, instructional expenditures, and spending priorities.

g. Outreach Committee:

1. The committee shall consist of at least six (6) voting members who are BUFMs, with the Dean and the Events/Student Activities Director serving as non-voting members.
2. The committee shall coordinate outreach events: for instance, K-12 outreach such as the Middle School and High School Scholastic Bowls and the Junior Scholars programs, and arts outreach such as the performances, exhibits, and readings.
3. The committee shall make recommendations for the use and upgrading of arts-designated spaces at Lake Campus.

h. TET Promotion and Tenure Committee

1. The Lake Campus TET Promotion and Tenure Committee shall consist of five (5) tenured BUFMs who are voting members, as well as the Dean of the Lake Campus and the Associate Dean, who will serve as non-voting members. The voting members of the committee should include the following:
 - Five (5) tenured bargaining unit faculty members who have a minimum of two (2) years of service at the Lake Campus, including at least one Full Professor. These committee members shall be elected by a majority vote of the tenure-eligible and tenured (TET) BUFMs.
 - A tenured Full Professor on the Lake Campus Promotion and Tenure Committee shall be elected from among and by the voting members of the Promotion and Tenure Committee as the chair of the committee and as the Lake Campus representative to the University Promotion and Tenure Committee.
2. The Lake Campus Promotion and Tenure Committee has the responsibility to review and to forward to the Lake Campus Dean the names and P&T Files of TET BUFMs being recommended for promotion and/or tenure. Moreover, this committee is charged with conducting annual reviews of cumulative progress toward tenure and promotion for all untenured TET BUFMs, conducting reviews of cumulative progress toward promotion for tenured Associate Professors pursuant to the TET CBA, and coordinating annual peer evaluations of teaching for all untenured TET BUFMs and for tenured BUFMs who request a peer evaluation of teaching.
3. After reviewing the recommendations of the Faculty Affairs Committee and the unit leaders, the Lake Campus Promotion and Tenure Committee shall appoint a mentor from among the tenured bargaining unit faculty for each new TET bargaining unit faculty member.

i. Senior Lecturer Promotion Committee (SLPC)

1. The SLPC membership shall be composed of:

- The Dean of the College as a non-voting member
- Five bargaining unit faculty members who are elected by the college's bargaining unit faculty who hold the rank of Lecturer and Senior Lecturer: two tenured TET and three Senior Lecturers. (In the event that there are not sufficient Senior Lecturers, a Senior Lecturer from another college may be elected as a full voting member of the committee.) The voting members of the committee will elect a chair from among the voting members.

2. Meetings shall be called by the Chair as needed. The Dean and Dean's office shall manage the initiating, processing, and disseminating of information and shall be the repository of documents and records of the SLPC.

3. Duties. The committee will:

- Consider all recommendations for promotion to Senior Lecturer
- Report to the faculty at least once a semester.

4. Operating Procedures

- i. The Chair shall call committee meetings as needed, preside at the meetings consistent with the responsibilities listed below, and encourage confidentiality in the deliberations of the committee.
- ii. The Chair of the committee shall call meetings consistent with University deadlines for the submission of requests for grants of promotion.
- iii. Procedures for Consideration of Promotion

As specified by the Collective Bargaining Agreement Appendix D.

j. Student Governance and Affairs Committee

1. The Student Governance and Affairs Committee shall consist of at least six (6) voting members of the Faculty Senate, who will have voting rights on this Committee and be selected according to the guidelines provided in Section E of these bylaws; and the

Community Director, the Events/Student Activities Director, and the Coordinator of Housing and Athletics as non-voting members.

2. The Student Governance and Affairs Committee shall provide oversight for the Lake Campus Student Government.
3. The Student Governance and Affairs Committee shall provide oversight for Lake Campus approved student clubs and student activities, both on campus and off campus.
4. The Student Governance and Affairs Committee shall review the University policies as these policies relate to administration of student clubs and student activities, at least once a year to ensure compliance and make recommendations regarding any changes deemed necessary.
5. The Student Governance and Affairs Committee shall review the Lake Campus policies at least once a year and make recommendations to the Lake Campus Faculty Senate regarding any changes deemed necessary.
6. The Student Governance and Affairs Committee will provide recommendations regarding policy changes or issues to the Dean, who will then make any final decisions.

G. AD HOC COMMITTEES

a. Administrative Search Committees:

1. Search committees for Dean and Associate Dean shall include five faculty members who are voting members of the Faculty Senate. One from each of the five academic units shall be elected by a vote of all BUFMs.
2. The need for a search committee should be announced at a Senate meeting, and the faculty members on that search committee should be presented to the Faculty Senate President before the first Senate meeting after the five BUFM committee members are determined. Any unfilled positions among the five described in part 1 will then be filled by the Faculty Senate President at his or her discretion, without reference to units.

b. Other Ad Hoc Committees:

1. Other ad hoc committees may be formed at the recommendation of the faculty senate where they are deemed necessary and will follow similar makeup guidelines as outlined above.

H. FACULTY MENTORS

- a. It shall be the role of the Faculty Mentors to guide new faculty in meeting the evaluation standards, as per the Collective Bargaining Agreement(s) and these By-laws, of Teaching, Service, and Scholarship, when appropriate.
- b. Faculty Mentors, for practical purposes, should be from the same academic unit as the new faculty member. Faculty Mentors shall be selected and in place by the midpoint of the new faculty member's first semester of employment with the Lake Campus.
 1. Faculty Mentors for TET faculty should maintain and demonstrate sustained scholarship.
 2. Faculty Mentors for NTE faculty, as much as practical, should be Senior Lecturers. A tenured faculty member from the same Academic Unit may serve as mentor when a Senior Lecturer is not available.
- c. Faculty Mentors for TET faculty shall provide one Peer Review of Teaching per academic year.

I. MEETINGS OF FACULTY SENATE

Section 1.

Meetings shall be held at least once each month during the academic year at the call of the Faculty Senate President. In addition to regular monthly meetings, special meetings may be called by the Dean, the Faculty Senate President, or upon the request of three (3) voting members of the Faculty Senate.

Section 2.

Roberts' Rules of Order shall govern the conduct of all meetings.

Section 3.

A quorum shall consist of half of the voting membership of the Faculty Senate.

Section 4.

No regular monthly meetings will be held during summer sessions of the Lake Campus of Wright State University. Special meetings may be called during summer sessions as prescribed in Section 1, above.

Section 5.

The President of the Faculty Senate shall be responsible for announcing meetings, as specified in the description of the president's duties in C, Section 5, Part c.

Section 6.

All Faculty Senate meetings shall be open to all members of the university community. By making a request to the President before the meeting is called to order, anyone attending may address the Faculty Senate at the conclusion of all other business of the meeting and before adjournment. Those wishing to address the Faculty Senate shall be recognized by the President in the order in which the requests were received. In the instance of such addresses and/or resulting debate, cloture may be invoked upon the motion and second of any members of the Faculty Senate and a majority vote of the Faculty Senate.

Section 7.

Items of new business will not be voted on until they appear on the agenda as old business, which normally will be at the next regularly scheduled meeting of the Faculty Senate. Exceptions to this rule can be made by a two-thirds majority of Faculty Senate members present and voting, when an immediate vote is needed.

J. ANNUAL EVALUATION OF BARGAINING UNIT FACULTY

a. Procedures for Annual Evaluation:

1. Submission of Materials for Annual Evaluation: as specified in CBAs
2. The guidelines for the annual evaluation of teaching and service are provided in the TET and NTE CBAs.
3. Peer Evaluation of Teaching (TET only; see NTE CBA for NTE peer evaluations of teaching): Peer evaluators, including faculty mentors (who are tenured bargaining unit faculty members), shall be named by the Promotion and Tenure Committee to evaluate the teaching of untenured faculty annually and to evaluate the teaching of tenured faculty upon their request. Peer evaluators will review:
 - i. Teaching practices based on direct observation of one or more classes.
 - ii. The consistency of syllabi presented to students with topics actually covered in the course.
 - iii. The degree to which exams reflect the topics listed in the syllabi.
 - iv. The degree to which projects/papers focus on applying topics covered in the course.
 - v. Areas from student teaching evaluations that consistently suggest positive teaching practices as indicated by numerical results and/or written comment.

- vi. Areas from student teaching evaluations that consistently suggest weaknesses in teaching practices as indicated by numerical results and/or written comments.
- vii. Any innovations, specific to the individual, that have been applied to teaching
- viii. Any accomplishments, specific to the individual, related to teaching.

Each peer evaluation will include, at a minimum, item d1. and two or more from items d.2. through d.8. Feedback should identify specific accomplishments and positive progress in teaching. It should also identify specific areas in which improvement may be needed. In cases where improvement is recommended, specific recommendations for achieving such improvement must be included. The peer evaluator shall send a written report to the Promotion and Tenure Committee, the Dean, and the faculty member who is evaluated.

In the event an individual appears to be having serious difficulty in the classroom, members of the Promotion and Tenure Committee may observe that individual in one or more classroom situations. These observations may be announced or unannounced.

- ix. Scholarship: To count as scholarship, activities and accomplishments must be in the individual's discipline or a related area. In the case of shared work, the extent of individual contribution shall be considered in the evaluation of each activity. Full credit is normally given to works that are co-authored, and other shared work is credited proportionate to the individual's contribution.

Unsatisfactory

Little or no concrete evidence of scholarly activity during the current evaluation period.

Adequate

Documentation of at least one of the following during the current evaluation period to indicate scholarly activity.

1. Attendance at professional seminars or conferences
2. Documentation of working draft of paper(s) being prepared for publication.

Meritorious

Faculty must demonstrate one achievement in Category I, two achievements in Category II, or the equivalent.

Category I

3. submission of completed scholarly book manuscript
4. submission of instructional software to publisher
5. submission of a substantial grant application
6. submission of an article to a peer-reviewed scholarly journal

Category II

7. Publication of comments in professional or trade journals
8. Presentation at a professional conference
9. Publication of a paper in conference proceedings
10. Publication of a book review in a scholarly or professional journal
11. Receipt of an internal grant
12. Formally contracted or otherwise documented consulting for business, industry, school system, or government agency

Outstanding

Faculty must demonstrate achievement of Category I or II

Category I

13. Publication of one article in a peer-reviewed journal, a chapter in a scholarly book, or receipt of an external grant

Category II (three of the following)

14. Publication of a case or paper in peer-review meeting proceedings
15. Presentation of a paper at an academic, professional, or pedagogical meeting
16. Active service on an editorial board
17. Publication of instructional software recognized as seminal by the faculty's peers and dean
18. Publication of at least three articles in a non peer-reviewed trade or practitioner publication
19. Subsequent editions of a previously published professional book or textbook (excluding self-published work)
20. Receipt of academic awards for scholarship

21. The descriptive and quantitative documentation of applied research conducted on behalf of schools, governmental departments, civic organizations, businesses, or industries

Extraordinary

Scholarly activities clearly exceeding expectations for Outstanding by performing one or an equivalent combination of the following in addition to meeting the expectations for Outstanding:

22. Publication of two articles in peer-reviewed journals
23. Publication of a research monograph
24. Publication of a scholarly book, a textbook or multiple chapters in or other multiple contributions to scholarly books (excluding self-published work)
25. Funding of a significant external research grant (the faculty member should explain how it is significant)
26. Six or more feature articles in general-interest periodicals or newspapers; short-stories or poems
27. A published or produced play, a novel or book length collection of poems, exhibitions of graphic artwork, a video or audio production, or other multimedia teaching materials originating and produced in-house

K. WSU-LAKE CAMPUS PROMOTION AND TENURE

GENERAL CONSIDERATIONS

As a geographically distinct, regional campus of Wright State University, the Lake Campus maintains a unique position within the University's academic community and structure. The Lake Campus provides pre-baccalaureate, associate-degree, and certificate programs as well as selected baccalaureate and graduate programs, in a number of academic and technical disciplines. The Promotion and Tenure criteria of Wright State University Lake Campus reflect the academic emphasis of the regional campus.

Academic Rank: Tenure and Promotion

Bargaining unit faculty at Wright State University Lake Campus may hold tenure at the ranks of Associate Professor and Professor.

Functioning of the Lake Campus Promotion and Tenure Committee

For the purposes of promotion and tenure, the Lake Campus operates solely on the level of a college within the university, incorporating those procedures normally found at the departmental level.

Promotion and Tenure

- a) **Criteria for Promotion from Assistant to Associate with Tenure:** To be considered for promotion to the rank of Associate Professor, the faculty member must have a terminal degree and must meet the following minimum requirements:
1. **Teaching:** The candidate for tenure and promotion to Associate Professor must show that he or she has taught students successfully. A successful teacher will establish and maintain high and appropriate standards of achievements in all classes and will help students acquire the knowledge and skills to meet those standards. Required evidence of teaching effectiveness includes:
 - Student and peer evaluations of teaching that confirm effective teaching
 - Evidence of efforts to continually improve teaching
 - Additional evidence of successful teaching may include documentation of additional contributions such as:
 - integration of technology into teaching methods (as described in the course syllabus)
 - innovative teaching techniques
 - effective teaching of integrated writing courses
 2. **Service:** The candidate for promotion to Associate professor with tenure must show that he or she has provided an appropriate level of service by documenting all of the following:
 - Regularly attending Lake Campus Senate meetings
 - Serving effectively on Lake Campus Committees
 - Serving effectively on University Committees
 - Effectively chairing two Lake Campus faculty senate committees or performing an equivalent service function for Lake Campus
 - Serving on a local board or committee in an area of expertise, or actively performing service for professional organizations at the local, regional, or national level, or the equivalent
 3. **Scholarship:** The candidate for promotion to Associate professor with tenure must show he or she has pursued ongoing scholarship, demonstrated by publication (or in press) of four scholarly units. At least three of these published units must list Wright State University as the candidate's institutional affiliation. At least three of these published units must be in discipline specific outlets. Units are defined as follows:
 - A scholarly article in a peer-refereed journal will equal one unit

- A chapter in a scholarly book will equal one unit
 - A scholarly monograph published by university or other reputable scholarly press may equal up to four units
 - An edited collection or text published by university or other reputable scholarly press will equal one unit
 - An edited edition or scholarly translation (full length) published by university or other reputable scholarly press may equal up to four units
 - Equivalent creative work, if appropriate to the candidate's discipline will equal one unit
- b) Criteria for Promotion from Associate to Full Professor: The candidate must show that he or she has been productive at a level beyond that required for promotion to Associate Professor. The candidate must also show leadership in various areas of his or her professional life that has a positive effect on the Lake Campus.
1. Teaching: The candidate for promotion to Full Professor must show evidence of exceptional success in teaching. Beyond the measures of teaching required for promotion to associate professor, the candidate must present evidence of three of the following accomplishments:
 - Taking lead in integrating new approaches and/or new technologies into the classroom
 - Developing original materials to supplement or substitute for packaged course materials
 - Formally sharing teaching innovations with a peer group
 - Developing the curriculum of a new program
 - Acquiring significant grant monies for an initiative related to teaching
 - Receiving a regional, state-wide, or national award for teaching
 - Developing an extracurricular program that enhances the student's success in the classroom or workplace
 - Developing significant innovation in the curriculum to meet targeted needs of organizations or businesses in the service area
 2. Service: The candidate for promotion to Full Professor must show evidence of exceptional success in service. While continuing to demonstrate the level of service required for promotion to associate professor, the candidate must have at least three (3) of the following:

- Leadership role in a major initiative at Wright State University, either at the college or university level
 - Consultation role on a major academic initiative outside of Wright State University such as serving as an external reviewer for curriculum design, program implementation, or promotion and tenure evaluation
 - Officer of a local, regional or national professional organization or board (related to the profession)
 - Receipt of a regional, state, or national service award
 - Consultation and/or development of a significant program, document, or conference for a school district, organization, business, or professional organization
 - Service as an editor, associate editor, submission referee, or book reviewer for a professional publication(s)
 - The equivalent
3. Scholarship: The candidate for promotion to Full Professor must show he or she has pursued ongoing scholarship beyond the level required for Associate Professor. To meet the scholarship requirements for promotion to Full Professor, the candidate must publish (or have in press) at least eight total scholarly units. To demonstrate sustained scholarship, three of these required units must be published since the promotion to Associate Professor. Six of the required units must be in discipline specific outlets. Units are defined as follows:
- A scholarly article in a peer referred journal will equal one unit
 - A chapter in a scholarly book will equal one unit
 - A scholarly monograph published by university or other reputable scholarly press may equal up to four units
 - An edited collection or text published by university or other reputable scholarly press will equal one unit
 - An edited edition or scholarly translation (full length) published by university or other reputable scholarly press may equal up to four units
 - Equivalent creative work, if appropriate to the candidate's discipline will equal one unit