

**Social and Behavioral Sciences School Standards with
*Program Standards for Sociology & Anthropology***

This policy covers all members of the School of Social and Behavioral Sciences faculty, including tenure-track faculty, non-tenure track faculty, and part-time faculty.

Preamble

The faculty of the School of Social and Behavioral Sciences support the University standards and intend for the elements of this document to further elucidate the areas of teaching, scholarship, and service from the perspective of the social and behavioral sciences.

The Faculty of the Sociology/Anthropology Program support the University and SOBL School standards and intend for the elements of this document to further elucidate the areas of teaching, scholarship, and service from the perspective of the Sociology/Anthropology Program.

6.0 ELABORATION OF UNIVERSITY STANDARDS FOR TEACHING FACULTY

6.1 Teaching

- 6.1.1 Educating students, both inside and outside the classroom, studio, or laboratory is the University's primary purpose. Therefore, performance in teaching carries the greatest weight in the evaluation of faculty. All aspects of teaching, including preceptorial teaching as applicable, will be evaluated in order to gain a clear understanding of each faculty member's performance.

Our highest priority in the School of Social and Behavioral Science is excellence in teaching. Teaching in our School is particularly vital and challenging given the constantly changing nature of the subject, emerging research findings, societal implications, and often contentious nature of the issues, as well as the direct and important policy implications of the knowledge and understanding we foster. We are in the business of shaping engaged citizens, trained professionals, critical analysts, scientists, and contemplative scholars, all at the same time.

Like SOBL, Sociology/Anthropology Program prioritizes excellence in teaching, including teaching that addresses Program learning goals and priorities. Teaching in Sociology/Anthropology should impart the idea that students can make a difference in society.

- 6.1.2 In broad terms excellence in teaching is characterized by:
- 6.1.2.1 A thorough and current command of the subject matter, teaching techniques, and methodologies of the disciplines one teaches.
 - 6.1.2.2 Sound course design and delivery in all teaching assignments—whether program non-program (e.g., interdisciplinary minors) or General Studies, introductory or advanced offerings—as evident in clear learning goals and expectations, content reflecting the best available scholarship or artistic practices, and teaching techniques aimed at student learning.

- 6.1.2.3. The ability to organize course material and to communicate this information effectively. The development of a comprehensive syllabus for each course taught, including expectations, *goals/objectives*, grading, and attendance policies and the timely provision of copies to students.
 - 6.1.2.4 Demonstration of respect for students as members of the academic community through timely feedback and responses to student communications.
 - 6.1.2.5 *Excellence in teaching in Sociology/Anthropology supports the Program mission, vision, and/or learning objectives.*
- 6.1.3 Where appropriate, additional measures of teaching excellence are:
- 6.1.3.1 Ability to use technology in teaching.
 - 6.1.3.2 The capacity to relate the subject matter to other fields of knowledge.
 - 6.1.3.3 Seeking opportunities outside the classroom to enhance student learning of the subject matter.
 - 6.1.3.4 The ability to lead, promote, and/or participate in successful credit-bearing experiences in community engagement, service-learning, international education, and global engagement.

The School of Social and Behavioral Sciences recognizes the vital importance of engaged and creative teaching. We recognize that the role of teacher may extend beyond the classroom to include the development and supervision of internships and student research opportunities, professional and personal precepting, and the development and fostering of opportunities for community, and social and policy engagement for our students. All of these modes of student engagement, teaching, and guidance are vital to our task, and will be recognized as examples of excellence in teaching. As such, a commitment to service learning and community engagement is particularly valued in our School.

In Sociology/Anthropology, engaged and creative teaching may include:

- *The development and supervision of internships and student research in Atlantic and other New Jersey counties, the state, nationally or abroad.*
- *Professional and individualized precepting.*
- *The development and fostering of opportunities for community, social, cultural and/or policy engagement for students through service-learning opportunities (whether transcribed or not), internships, voluntary civic involvement, research endeavors, or field experiences that may or may not be credit-bearing.*
- *The development and/or supervision of independent studies and undergraduate honors projects.*

6.1.3.5 Ability to create an inclusive and respectful environment.

6.2 Scholarly and Creative Activity

6.2.1 The teacher-scholar model recognizes that a serious and continuing commitment to engaging in the scholarship or creative activity of one's disciplinary and/or interdisciplinary work, consistent with rank and/or assigned responsibilities, enriches teaching and is the foundation of sustained excellence within the classroom.

The School of Social and Behavioral Sciences recognizes the value of innovative, original, disciplinary, and interdisciplinary scholarship. Scholarship that enriches or advances our understanding of social change and human behavior is clearly valuable and should not be constrained by disciplinary boundaries.

The Sociology/Anthropology Program, mindful of the multidisciplinary roots and reach of our fields in the social sciences, law and public policy, humanities, health and medicine, and the natural sciences, recognizes the value of disciplinary and interdisciplinary scholarship, whether produced individually or in collaboration with other scholars, students, community and/or governmental entities.

Sociology/Anthropology values work in theoretical, empirical, public, applied, and/or engaged sociology or anthropology. Scholarship that advances our understanding of, or addresses inequities in the social, cultural and/or political environment locally, nationally, or transnationally has great value.

6.2.2 Publications and creative work in support of reappointment and tenure are those achieved during the tenure candidate's probationary period. Activity in support of a post-tenure promotion or range adjustment is that work completed since the most recent promotion or range adjustment.

6.2.3 The University recognizes a wide variety of scholarly vehicles: disciplinary or interdisciplinary research, pedagogical research, applied research, integrative scholarship, community engagement, service-learning, artistic or creative activity, and grant writing. Scholarly or creative activities may take many forms and use different vehicles to communicate with the broader academic community.

6.2.3.1 The University recognizes that the time and effort required to complete scholarly or artistic projects may vary markedly among disciplines and sub-disciplines. Such variance is addressed in approved School and Program standards.

6.2.4 The burden is always on the candidate to document the excellence of one's work. In cases of shared or multiple authorship, clarification of the degree of one's participation is expected. In cases of conference presentations or proceedings, clarification should be provided with regard to the selectivity of the review process.

Typically, central to judgments regarding scholarly and creative activity are:

6.2.4.1 The capacity to bring scholarly or creative projects to completion.

- 6.2.4.2 A mix of scholarly activities appropriate to one's appointment e.g., in some cases scholarly activity will be primary, in others creative activity.
- 6.2.4.3 Judgments of the worth and significance of the work by those qualified to make such judgments. These may include disciplinary peers, professional organizations, ad hoc groups, such as evaluation, judging, or refereeing panels.
- 6.2.4.4 Documentation of the impact of one's work
- with students
 - within the scholarly area
 - within higher education generally
 - on documented standards of best practices in pedagogy
 - in the application of one's work
 - as evident in citations of one's work
 - on public policy or institutions
 - in the artistic/cultural realm
 - or in educational settings
- 6.2.4.5 Just as in the case of traditional scholarship involving the discovery of new knowledge, when one's work consists of pedagogical, integrative, or applied scholarship, its significance may be documented by demonstration of clear goals, adequate preparation, appropriate methods, significant results, effective presentation, and reflective critique. Presentation before peers and colleagues and advancing the discipline are also expectations of alternate forms of scholarship.

In the School of Social and Behavioral Sciences, scholarship ranging from the theoretical to the empirical that enhances the public understanding of social issues and pressing policy matters or which assesses interventions and resources that benefit the well-being of individuals, families, organizations and communities is also valued and may take the form of books or articles, professional papers, policy documents, innovative curricula, online professional educational teleconferences and journal submissions, and many other printed products or media that help inform citizens, shape public dialogue, inform policymaking, and improve the lives of diverse people across the lifespan.

In our School, Programs may determine the relative value of these forms of dissemination.

Sociology/Anthropology recognizes the integral value of scholarship whether its focus be theoretical, empirical, or applied. Each aspect of scholarly engagement is acknowledged as essential to enhancing public understanding of social issues, policy matters, and assessments of interventions and resource allocations for the benefit and well-being of individuals, families, organizations, and communities.

In addition to the scholarly products and media above, scholarship may also take the form of pedagogical research, grant or funding proposals (possibly in

collaboration with university or external entities in service to the public good), project and/or policy proposals, evaluations or assessments, policy briefs, reports, and/or other media that may help inform citizens, shape public dialogue, inform policymaking, articulate community needs or perspectives, and/or improve the lives of diverse people and communities across the lifespan.

6.2.4.6 The University understands excellence in a variety of scholarly or creative activities to embody the following:

6.2.4.6.1 Books should be published by reputable academic or trade presses and reviewed in appropriate journals.

In Sociology/Anthropology, chapters in books and edited volumes are valued as well.

6.2.4.6.2 Articles, essays, and creative writing should be published in appropriate scholarly/creative journals or venues, whether print or electronic. Some assessment should be made as to the quality of the journal in which the piece appears, in particular, its scholarly/creative reputation and whether or not the journal or proceedings are peer reviewed.

In Sociology/Anthropology, publications in peer reviewed professional journals in sociology, anthropology, or in related fields are valued.

6.2.4.6.3 Scholarly and creative activity that involves students as co-presenters, co-participants, or co-authors.

6.2.4.6.4 A presentation should be evaluated on the quality of its content and on the prestige of the meeting where it was delivered. Qualitative judgments are best made when copies of presentations are made available. National and regional meetings should rank higher than local meetings in most instances. Scholarly presentations should be ranked more highly than non-scholarly ones. Competitive selections as well as presentations receiving disciplinary acknowledgement for excellence should be noted. In most disciplines a record of scholarship based on presentations alone will not be evaluated as highly as one including refereed publications.

In School of Social and Behavioral Sciences, public or professional presentations may play an important role in this process and will also be valued as examples of engaged scholarship. As a further reflection of our commitment to quality teaching, we believe that research, publications, or other endeavors that help advance pedagogical understanding and develop quality teaching may also be a valued contribution to the faculty member's research portfolio.

Public, professional and/or pedagogical presentations, reports, policy-related commentary, or demonstrations that may bridge teaching, scholarship and service and extend outside of the university into the community, social/cultural institutions (including but not limited to education, health care, historical and cultural organizations), and/or policy arenas are particularly valuable to our fields and to the Sociology/Anthropology Program.

6.2.4.6.5 Work in the arts may be evaluated by a number of different measures: assessment of its quality by peers or professional critics; the reputation of the gallery, museum, or other artistic venue where it is shown or presented; the respect afforded the organization for which it is performed or under contract; or some other measure of its success or impact (e.g. royalties, awards, or impact on public debate or on other artists).

6.2.4.6.6 Other forms of scholarly or creative activity that may appear in emerging scholarly or artistic media may be included as well, provided that comparable standards of peer review can be applied to them.

In Sociology/Anthropology, connections with local agencies, organizations, social, cultural or historical institutions, business or government can foster student engagement in the community, address local problems and/or contribute to the body of literature in our fields. While peer review is the intended process for scholarship, in the event that this mechanism is not in place for some community- or policy-oriented publications, projects, presentations or venues, the faculty member should identify alternative criteria to demonstrate the work's quality and impact.

6.2.4.6.7 Where reviews are included in a file as evidence of the worth of scholarly or artistic work, attention should be given to the professional credentials of the reviewer and the reputation of the journal or publication as specified in School and/or Program standards.

6.2.4.6.8 Professional activities undertaken as a practitioner or consultant are considered scholarly activity when they go beyond the routine application of knowledge to the creation of new knowledge and the development of new standards for practice. Such qualities distinguish between scholarship and professional service. Those making the judgments regarding the standards for applied research necessarily involve more than clients and include academic peers familiar with the area of practice under consideration.

In Sociology/Anthropology, contributions of this professional and/or collaborative nature are encouraged and supported in a faculty member's portfolio.

6.2.4.6.9 In those disciplines with strong expectations of practice to maintain

current competency, appropriate standards for determining the significance of this work will be developed at the Program level and approved through the standard procedure.

- 6.2.4.6.10 Grants or monetary awards that are funded or reviewed as fundable from governmental or non- governmental organizations are considered examples of scholarship if those grants and awards are subject to external peer review.

Given the value Sociology/Anthropology places on public, applied and engaged scholarship, funding proposals and other projects, including those developed in collaboration with community partner organizations, grassroots groups, or governmental entities, are recognized as scholarly contributions. Sociology/Anthropology recognizes that review processes and outcomes vary by field and by the community or institutional context in which they take place, and that such processes may or may not closely resemble standard "peer review" as practiced in established scholarly institutions. While peer review is the intended process for scholarship, in the event that this mechanism is not in place for some community- or policy-oriented proposals or review processes, the faculty member should identify alternative criteria to demonstrate quality and impact.

- 6.2.4.6.11 Faculty engaged in community outreach can make a difference in the communities and beyond by defining or resolving relevant social problems or issues, by facilitating organizational development, by improving existing practices or programs, and by enriching the cultural life of the community. Scholarship may take the form of widely disseminating the knowledge gained in community- based projects in appropriate professional venues in order to share its significance with those who do not benefit directly from the project.

6.3 University and Community Service

- 6.3.1 The faculty role includes contributions to the achievement of the University's mission through effective participation in governance activities, including leadership roles at the Program, School, or University-wide levels. These contributions may require the capacity to work collaboratively with other members of the University community, including activities related to alumni and the University Foundation.

6.3.1.1 *In Sociology/Anthropology, Program and University leadership include:*

- *development, enrichment, or leadership of aspects of the academic program, including service as program chair, recommendation and organization of new or existing academic tracks, developing proposals for course attributes,*

- *designing and participating in assessment, including but not limited to design and assessment of student portfolios and other scholarly products, development and implementation of program learning objectives, assessment criteria and processes,*
- *coordination of annual reports, periodic reviews, program assessments, self-study, certification, or accreditation efforts,*
- *formal or informal advising and/or mentoring of students, especially those from marginalized and/or underrepresented groups, critical to creating an inclusive and respectful environment,*
- *service to the program, university and school through participation or leadership in committees or other formal or informal university initiatives,*
- *service to the program and campus community through the development of engagement or enrichment opportunities for our students, or for future students, including:*
 1. *coordination and management of internship, service-learning or community engagement placements, and/or of relationships with community partners conducive to such placements or to collaborative research,*
 2. *student club activities, honors society activities, facilitating student participation in professional associations, conferences or events, student recruitment, community-building, and/or orientation activities.*
 3. *facilitating community partner involvement, guest lectures, site visits, field trips, or other forms of course-based engagement.*

6.3.2 Faculty may also contribute in broader arenas such as state, regional, national or international organizations and disciplinary/professional associations. In addition, faculty may contribute to the University's public mission through service to our community, region, state or nation. Per the Carnegie definition, community engagement and service-learning that enriches scholarship, research, and creative activity; enhances curriculum, teaching and service-learning; prepares educated, engaged citizens; strengthens democratic values and civic responsibility; addresses critical societal issues; contributes to the public good; and enriches scholarship. Community engagement and service-learning are particularly valued at Stockton.

Because the social and behavioral sciences are necessarily entwined with ongoing changes and challenges in society, policy, and culture, community service can be an important aspect of faculty development. Multiple modes of community engagement are valued and consistent with the obligations of faculty members in the School. Service can take many forms and may include the development, enrichment, or leadership of the academic program, service to the University and School through participation or leadership in committees or other formal or informal university initiatives, service to the campus community through the development of engagement or enrichment opportunities for our students, broader community service with local, regional, or national organizations, and professional service of many types.

The centrality of community and professional service to the applied research and

teaching of many school faculty members may link service with teaching and research in important and indelible ways, and thus enrich multiple aspects of the faculty member's contribution to the University, community, and society.

In Sociology/Anthropology, service to the community may consist of:

- *broader community service with local, regional, or national organizations, including service on boards of directors and advisory committees.*
- *professional service of many types, including advisement, consultation, and planning.*

6.3.3 The University expects faculty in their first five years of service to serve the University and community at levels commensurate with their rank. Faculty who are tenured, have multi-year contracts, and/or are of senior rank would be expected to have more substantial records in this area, as demonstrated by achievements in leadership on campus, in the community, to their disciplines, and to professional organizations.

6.3.4 Evaluation of achievements in this area focuses on the significance of participation, the impact of service, the scope of responsibilities, the effectiveness of participation, and contributions to the functioning, administration, and development of the University and other entities. Clear goals, adequate preparation, and appropriate methods of providing service, significant results of the service, and reflection on the contribution and its use to improve the quality of future service are all aspects of documenting achievement in campus and community service. Sustained, significant service is expected to meet the minimum requirement for this responsibility. Compensated service is generally not sufficient to meet the minimum requirements; however, expectations for how it can be used to demonstrate excellence may be conveyed in School and Program standards.

6.3.5 Evidence of effectiveness in University or community service may include such items as:

- 6.3.5.1 One or more instances when one has used one's professional skills or knowledge for the benefit of the University, or of a non-University group or individual.
- 6.3.5.2 Contributions to professional organizations that are focused on service or professional responsibility as opposed to scholarship, research, or artistic/creative work. For example, an officership or service on a professional board may be more appropriately listed here, whereas editing a special issue of a journal may be more appropriately listed under the section on scholarship.
- 6.3.5.3 General civic or community activities to which one has contributed one's professional skills or a significant amount of time, talent, energy, and involvement beyond that which might be expected by the usual citizen or member.

In our School, service which brings a faculty member's skills, analytical abilities, or academic expertise to bear on a social challenge or objective is particularly valuable; similarly, general social engagement that enriches the community, tightens the bonds between campus and community, helps fulfill the University's responsibilities as citizen, or allows the faculty member to form a richer understanding of community

issues and bring that understanding to their teaching is also of value.

6.4 Non-Tenure Track Positions (NTTP)

Professional Responsibilities

The teaching assignment for an NTTP shall be thirty-two (32) teaching credit hours for ten-month positions and forty (40) teaching credit hours for twelve-month positions. As noted above, other duties may be assigned in lieu of teaching, such as clinical or student supervision, academically related duties, or appropriate in-unit program-related responsibilities. These specific non-teaching duties will be assigned by the Dean, and specified in each NTTP's letter of appointment. The union shall receive a copy of the letter of offer from the Dean prior to the issuance of a formal contract. Management shall agree to provide the union with a list of NTTPs with their teaching loads and non-teaching assignments on an annual basis.

During the period of instruction, NTTPs shall be present on campus as necessary to perform their assigned responsibilities, including office hours. Any assigned duties performed away from campus require specific approval from the Dean. In such circumstances, the NTTP shall be accessible to students, instructors, and staff through in-person, electronic, telephonic, or written modes of communication.

NTTPs will be expected to contribute service to the program, school, and the university, such as by serving on committees and actively participating in the committees' work. The nature of this service may vary with programmatic needs and the capabilities of the NTTPs.

6.4.1 *NTTP faculty will be held to the same teaching and service standards outlined in sections 6.1 and 6.3 of this document.*

Summary

Academic programs in the School of Social and Behavioral Sciences may define more specific guidelines for faculty promotion and advancement. Such guidelines may specify particular expectations for teaching, service, or research based on that program's priorities and needs. In addition, program standards might offer contextual details that help frame and define the professional expectations and norms in the respective discipline; this will help frame the individual faculty member's achievements for reviewers outside the discipline and enrich evaluators' understanding of program developments and needs as candidates' files are reviewed.

Sociology/Anthropology program faculty should demonstrate excellence in teaching, in scholarship, and in program, university and community service. Because of the Program's interdisciplinary nature, and because of its necessary contact with the wider community, we recognize that teaching, scholarship, and university and community service go hand in hand and can reinforce one another. We also recognize that while faculty will in the long run contribute in all areas, there may be temporary periods in which performance in one area outweighs performance in some other areas and that balance among teaching, scholarship and service may be established over time.