Proposed Roles with Categories and Activities
(items listed under Activities are not an exhaustive list)

University Task Force

1. Teaching

1 Instructional Design and Work Load
   1.1.1 Syllabus Development
   1.1.2 Curriculum development
   1.1.3 Develop Course Materials/Study Guides/Presentations
   1.1.4 Prepare class lectures
   1.1.5 Developing replicable systems of instruction

2 Instructional Delivery (Skills and Types)
   1.2.1 Traditional Lecture
   1.2.2 Online
   1.2.3 Web-enhanced
   1.2.4 Lab Teaching
   1.2.5 Case Study Approach
   1.2.6 Technology
   1.2.7 Collaborative Teaching

3 Content Knowledge
   1.3.1 Level of Proficiency
   1.3.2 Currency of Knowledge
   1.3.3 Applying Research into Course Content

4 Course Management
   1.4.1 Creating/grading exams & assignments
   1.4.2 Submitting grades and book orders
   1.4.3 Relationships with students
   1.4.4 Time Management
   1.4.5 Required Product of Learning
   1.4.6 Communications
   1.4.7 Assessment (of who - course or student?)
   1.4.8 Professional Dev. Recognition
   1.4.9 Maintaining Equipment/System of Safety
   1.4.10 Respect for Students

5 Non-classroom Student Focus
   1.5.1 Office hours
1.5.2 Advising individual students and student groups
1.5.3 Supervising Student Research
1.5.4 Implementing/supervising “extended classroom learning experiences” (p. 17)  
(Ex. Practicum, exhibits, presentations, trips to museums, conferences, workshops, etc.)
1.5.4 Individual and Collaborative Assessing/evaluating student performance
1.5.5 Mentorship
1.5.6 Participating in student learning groups (outside of class)
1.5.7 Organizing Co-curricular activities (visiting artists, lecturers, etc.)
1.5.8 Supporting academic student activities and presentations
1.5.9 Letters of Recommendation
1.5.10 Maintaining alumni records
1.5.11 Coordinating/Supervising
   1.5.11.1 Programs
   1.5.11.2 Internships
   1.5.11.3 Clinical Teaching
   1.5.11.4 Lab
   1.5.11.5 Practicum
   1.5.11.6 Tutorial Coordinators

6. Faculty Development/Collaboration
   1.6.1 Professional Development for Teaching Enhancement
   1.6.2 Sharing teaching strategies with colleagues
   1.6.3 Covering classes for colleagues
   1.6.3 Collegiality and Teamwork

7. Grantpersonship (Non Research)
   1.7.1 Grant application
   1.7.2 Receiving a grant
   1.7.3 Grants management (workshops, lecture series, any type of presentation/performance, etc.)
2. Scholarship/Research/Creative Activities

1. **Discovery** (creation of new knowledge/or creative works)
   - 2.1.1 Basic scientific investigations
   - 2.1.2 PI for active research grant
   - 2.1.3 Investigations of educationally relevant problems
   - 2.1.4 Develop Software
   - 2.1.5 Publications from theses/dissertations

2. **Proficiency Competency** (keeping current in your discipline)
   - 2.2.1 Professional development activities
   - 2.2.2 Attending conferences
   - 2.2.3 Active membership in professional organizations

3. **Dissemination** (getting information out)
   - 2.3.1 Publications
   - 2.3.2 Reviews
   - 2.3.3 Invited presentations
   - 2.3.4 Poster sessions
   - 2.3.5 Conferences (organizing, panel sessions)
   - 2.3.6 Editor or co-editor of books, articles, journal

4. **Translation** (taking discovery and turning it into other applications)
   - 2.4.1 Quality evaluation research in service to an organization
   - 2.4.2 Unpublished - limited distribution agency research
   - 2.4.3 Consulting

5. **Grantspersonship/proposals**
   - 2.5.1 Applying for a grant for scholarship
   - 2.5.2 Managing a research grant
   - 2.5.3 Receiving a grant
   - 2.5.4 Writing a research proposal
3. Service

1. University

   1. University Wide
      3.1.1.1 Hearing and Reconsideration
      3.1.1.2 Grievance Committee
      3.1.1.3 Faculty Senate
      3.1.1.4 University Teacher of the Year Committee
      3.1.1.5 University Scholarship Committee
      3.1.1.6 University Searcher Committees
      3.1.1.7 Marshall
      3.1.1.8 SAC Committee

   2. College/School
      3.1.2.1 College Committees
      3.1.2.2 Charles W. Chestnutt Committee
      3.1.2.3 Reappointment, Promotion and Tenure

   3. Department
      3.1.3.1 Sponsor/Advisor for Student Activities
      3.1.3.2 Departmental Search Committee
      3.1.3.3 Departmental Committees
      3.1.3.4 Area Coordinators
      3.1.3.5 Undergraduate Coordinators
      3.1.3.6 Graduate Coordinators
      3.1.3.7 Students Recruitment
      3.1.3.8 Accreditation/Re-Accreditation
      3.1.3.9 Evaluating Student transcripts
      3.1.3.10 Fund Raising

2. Community (has to be discipline related)
   3.2.1 Consulting/Serve without Pay
   3.2.2 Judging High School or Local Events
   3.2.3 K - 12 Outreach

3. Professional
   3.3.1 Consulting/Serve without Pay
   3.3.2 Serving as an Officer in a Professional Organization
3.3.3 Site Visit Team Member
3.3.4 Membership in Professional Organizations
3.3.5 Lobbying
3.3.6 Public Lecture and Presentations Locally
3.3.7 Reviewing Articles, Books or Grant Proposal