



V.

## I. INTRODUCTION

### A. Background

The College of Computing and Software Engineering (CCSE) was established in January 2015. CCSE is an academic college within Kennesaw State University (KSU) located on the Marietta and Kennesaw campuses. The College consists of three departments (Computer Science, Information Technology, and Software Engineering and Gaming) and the School of Data Science and Analytics (all entities further referenced as Unit(s)). CCSE offers both undergraduate and graduate degrees, certificates, minors, and Ph.D. programs i



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surpassing 30% for tenure track/tenured faculty, any S/CA load for non-tenure track faculty, and for the professional service workloads surpassing 10%. No faculty member on any track may have less than 40% teaching workload without the Dean's approval.

### A. Teaching

According to the KSU Faculty Handbook Section 2.4, "The primary purpose of university faculty is to engage students, colleagues, and others in activities that facilitate learning and contribute to learner development and educational advancement." In addition to the basic expectations listed in the KSU Faculty Handbook Section 2.4, the College faculty are expected to:

1. Maintain currency in their fields.
2. Integrate course content with theory and the discipline's best practices.
3. Develop new, high-impact, innovative courses, teaching materials, and instructional techniques.
4. Determine appropriate learning objectives,



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promotion and tenure decisions. A pre-tenure review is required for tenure-track faculty. A third-year optional review can help lecturers and clinical faculty prepare for a promotion review to the next rank. The Unit P&T Guidelines must include what is expected from a faculty member for a successful third-year, pre-tenure, tenure, post-tenure, and promotion in rank. Years of service or successful annual reviews alone are insufficient to qualify for tenure or promotion.

The clinical faculty should continue a high level of professional engagement in local, regional, and professional organizations and demonstrate clinical accomplishments with broader impact and recognition within and beyond the University. Lecturers, limited-term, and clinical faculty may apply for a declared, open tenure-track position and be considered through the normal search and screening process.

At all levels of review within the College, the rationale for promotion, tenure, and post-tenure decisions must be stated in a letter to the candidate with specific and detailed reference to the Unit P&T Guidelines in justifying the decisions that have been made. Specifications on how to compile and submit requisite P&T documents, by pre-tenure, tenure, promotion, and post-tenure candidates, at each level of promotion can be found in the respective Unit P&T Guidelines and the KSU Faculty Handbook. The process for lecturers and clinical faculty undergoing a promotion review will strictly adhere to the guidelines set forth in Sections 3.7 and

## Appendix A

### Student Success Activities

Student Success activities may include, but are not limited to, the following:

1. Effective advising and mentoring.
2. Supervision of undergraduate and graduate research and Vertically Integrated Projects (VIP).
3. Engagement in high-impact practices.
4. Mentoring undergraduate or graduate projects.
5. Mentoring student presentations, publications, or directed study.
6. Grants to support student research, performances, and presentations.
7. Publications and presentations that demonstrate excellence in innovative teaching/faculty member approaches.
8. Scholarship to improve student success (e.g., research on processes for fostering student learning and academic success; discipline-based educational research).
9. Scholarship of Teaching and Learning (SoTL).
10. Awards/recognition for student mentees (college, scholarship, institution, USG).
11. Leadership in seminar series that fosters student success (e.g., those involving teaching or research experts or business/community connections).
12. Faculty participation in professional organizations related to student placement or experiential learning.
13. Activities that contribute to
  - a. students completing degrees successfully, removing bottlenecks.
  - b. students' retention in degree program or retention at KSU.
  - c. higher graduate job/grad school placement rates.
  - d. students receiving scholarships.
  - e. student enrichment (e.g., participation in local, national, or international volunteer or networking opportunities, student organizations, QEP engagement, experiential learning, honors experiences, student leadership experiences, study abroad, alumni engagement with KSU).
- 14.



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