

UNIVERSITY, SCHOOL AND COMMUNITY SERVICE

Faculty are expected to participate actively in the life of the University community as part of their professional responsibilities. Likewise, involvement with civic organizations and the community at large is encouraged if it supports the mission and goals of the University.

Active involvement in the University includes, but is not limited to, student activities, efforts for recruitment and retention of students, events, conferences, workshops, and speaker series sponsored by the University, and service to the campus community. Opportunities to display campus and community service may include the following activities, which may be included and documented on the annual report and plan:

1. Serving as an advisor to a student organization.
2. Representing the University at an outside function.
3. Serving on University and/or University committees or task forces, or chairing committees or task forces.
4. Planning and holding a conference or workshop; attending University- and/or University-sponsored events.
5. Speaking to or involving oneself in a community group or activity which benefits the University.
6. Making on-campus presentations for faculty or students.
7. Conducting special campus projects.
8. Supporting admissions activities as developed by Admissions.
9. Supporting Bay Path students through attendance at athletic, social, and cultural events.
10. Planning and/or participating in special student programs.
11. Participating in University- and/or University-sponsored workshops, events, speaker series, both on- and off-campus.

Meetings and University Activities Full-time Faculty are Required to Attend

Note: Faculty are expected to participate in activities including Standing Academic Affairs Committee Meetings, School Meetings, Professional Development Sessions and the Faculty & Academic Directors Assembly Meeting. To accommodate participation in these events, no classes will be scheduled between 3:30 PM and 5:00 PM on each Wednesday. *Full-time faculty should not accept teaching or other assignments that conflict with this timeframe.*

Full-time Faculty are expected to attend:

- Commencement¹
- Convocation¹
- Selected new student orientation events
- Department meetings
- Faculty & Academic Director Assembly meetings
- School meetings
- Faculty professional development sessions
- Academic Affairs Standing Committee Meetings
- Fall Term Kickoff Week
- One Bay Path Institute

Faculty are encouraged to attend other events and functions as scheduled, especially those involving students. Departments must be represented and participate in admissions open houses and new

student orientations as scheduled; faculty are expected to share these responsibilities with each other and with department chairs, directors, and deans.

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Absences are to be requested in advance of these events by notifying the Academic Affairs Office. The Vice President of Academic Affairs is the only academic administrator who can approve absences for these events.