UTAH STATE UNIVERSITY
DEPARTMENT OF MATHEMATICS AND STATISTICS
Notice of Intent to File a Labor Condition Application to Employ
An Alien H-1B Temporary Worker at Utah State University

Utah State University Department of Mathematics and Statistics is hiring one H-1B nonimmmigrant employee for the full-time position of Assistant Professor in Logan, Utah. The anticipated period of employment will be August 1, 2020 through July 31, 2023. The salary is $79,000 per academic year.

Primary responsibilities include, but are not limited to:
- **Teaching (Relative weight = 45%)**
- **Research or Creative Endeavors (Relative weight = 50%)**
- **Service (Relative weight = 5%)**

**Expectations for Teaching (Relative weight = 45%)**
Teaching is a major university function, and USU takes very seriously its commitment to teaching. Teaching is included as part of your role at USU; therefore, you are expected to perform with effectiveness in this domain in order to be tenured and promoted to Associate Professor. Your specific teaching assignment will be determined each year by the department head and will reflect the academic needs of the department and your areas of expertise. The following elements are commonly associated with success in teaching:

- Steady and consistent record of teaching activity. Documentation supporting teaching activity is described in USU Faculty Code 405.2.2(1), and is generally outlined within the template for presenting promotion and tenure documentation.
  - A current trend in academe is to develop and maintain a teaching portfolio containing materials that illustrate your teaching philosophy, use of pedagogy, and overall effectiveness. You should develop a teaching portfolio and include information such as student outcomes, portfolios of student work, course projects, written course materials, contributions to the USU honors program, leading students in service learning and community engagement activities, and examples of out-of-class interactions with students.
- Assessment of teaching activity. Systematic and repeated evaluation of your classroom effectiveness is required from students and peers. Documentation is expected of your response to these evaluations, and of changes to your instruction that you made as a result of such feedback.
  - Student evaluations are required of each course and section every semester. Positive student evaluations of your classroom performance attest to your ability to create an environment that invites student learning. Improvement in your student evaluations is expected as you gain experience, and university colleagues will look for patterns of consistency in your student evaluations. A successful profile will reflect either ongoing improvement in teaching or consistently high levels of performance. Significant fluctuations in student evaluations from semester-to-semester will require an explanation.
- Continued development of teaching skills. Efforts to develop teaching skills, and to keep current on content in the field, bear out a dedication to high-quality teaching. Such efforts include attending training workshops on pedagogy and seminars that provide updates to current knowledge and trends in your discipline.
- Engagement with student learning outside the classroom. This may take many different forms such as involving students in your scholarly activities, supervising independent
study, advising student organizations, participating in service learning and/or community engagement activities, or consulting with students regarding their evolving careers.

➢ Advancement of pedagogy for teaching within your field. Contributions might include such things as authorship of refereed articles on teaching, and development of peer reviewed media packages or computer programs. These items represent creative endeavors, and are critically important to developing a positive professional reputation in teaching.

➢ Participation in development of curricula. A department's academic program is ever changing, and you are expected to participate in curriculum development in a substantive and collegial manner. This includes development of your assigned courses in a fashion consistent with program learning objectives.

➢ A positive professional reputation based on your teaching activity. You should be able to articulate a philosophy of teaching that communicates your approach to instruction and describes your primary goals as a teacher, advisor and mentor. This philosophy should be recognized from the body of work arising from your teaching activity, and it should be echoed by your peers when describing your teaching.

➢ Ability to attract graduate students and to mentor them to the successful completion of their degree and publication of their research. This is generally expected for those having a research appointment, and is preferred in units offering a graduate degree in your area of expertise.

Expectations for Research or Creative Endeavors (Relative weight = 50%)
Research or creative endeavors encompass a wide variety of scholarly activities that lead to the advancement of knowledge. Research or creative activities represent the major emphasis of your role statement; therefore, you are expected to perform with excellence in this domain in order to be tenured and promoted to Associate Professor. Specifically, you are expected to develop a high-quality program of research or scholarship that is consistently productive, self-sustaining, and nationally recognized for excellence.

The following elements are commonly associated with success in research/creative endeavors:

➢ Steady and consistent record of research or creative endeavors supporting your scholarly activity. Any periods of time without significant record of scholarly activity will require explanation. Documentation supporting scholarly activity is described in USU Faculty Code 405.2.2(2), and is generally outlined within the template for presenting promotion and tenure documentation. Commonly recognized documentation includes authorship of peer-reviewed materials (books, book chapters, journal articles), invited authorship of review articles, participation in symposia, intellectual contributions represented by patents, inventions and other intellectual property, evidence of community engagement in achieving the goals of your research or creative endeavors, and success in competition for extra-mural funding.

➢ Continued development of your scholarly activity. Development includes such things as obtaining extramural funding sufficient to sustain an upward trajectory of research or creative output, systematic accumulation of a body of research or creative works such that later work builds upon earlier work, and leadership for your research or creative endeavors independent of earlier mentors.

➢ Advancement within your field of inquiry owing to your scholarly activity. Peers will judge your research or creative works for innovation, scientific rigor, and contribution of new knowledge. One indicator is the reputation and stature of the academic and scientific venues chosen as outlets for your works.
Positive professional reputation based on your scholarly activity. There should be a focused and coherent theme in the body of your research or creative works that establishes your professional reputation and expertise. You should be able to clearly articulate this theme, and it should be echoed by yours peers when describing your works and expertise.

Regular reports of research activities to the Department Head, the Director of the Utah Agricultural Experiment Station (UAES) if you have an UAES project(s), and contract granting agencies as appropriate. Reporting takes the form of annual or quarterly reports as required by your Department Head or contract granting agency and annual CRIS reports in the case of the UAES.

Expectations for Service (Relative weight = 5%)
Service activities are vital to the mission of the University; therefore, tenure-eligible faculty must participate in service. These activities include effective participation in the operation and shared governance of the University (as per 401.8.1(4)), and in the outreach mission of the University. Service activities also include effective participation in organizations relating to your academic profession. Service represents an important component of your role. Service is not expected in all of these areas but, rather, some combination that represents the relative weight that is equivalent to the percent that you have been assigned in this domain.

In judging your efforts in the service domain, your Utah State University colleagues will look for evidence of your contributions to a variety of significant and meaningful service. Examples of service activities are described in Faculty Code 405.2.2(4) and may include:

- Service that supports the academic mission of the university such as a member, advisor or leader of service and student clubs, international student experiences and undergraduate Honors projects.
- Service as a member or leader of departmental, college and university committees such as curriculum, awards, search and tenure advisory committees.
- Service as a member or leader of faculty organizations, including USU Faculty Senate.
- Service to regional or national professional societies and organizations in your field of expertise as evidenced by committee membership and/or holding elected or appointed office.
- Service as a reviewer of manuscripts or editor to a scientific or professional publication.
- Service as a reviewer of grant proposals for an agency or professional organization.
- Service as a consultant to local, regional, national or international organizations and agencies.
- Service on behalf of the outreach mission of Utah State University through public speaking and/or information dissemination involving your professional expertise.
- Service on local, regional, national or international advisory or governing boards that reflect your professional expertise.

The Labor Condition Application is available for public inspection in the premises of the above-named department at Utah State University. Complaints alleging misrepresentation of material facts in the Labor Condition Application and/or failure to comply with the terms of the Labor Condition Application may be filed with any office of the Wage and Hour Division of the United States Department of Labor.

Dates posted: ________________________ to ________________________
I hereby certify that the above Job Description was posted in two conspicuous public places; one in the USU Department of Mathematics and Statistics, and the other in the Human Resources Office where other similar notices and postings are placed on the dates indicated.

Dated this ______ day of __________, 2020

Signed: ________________________________________________

Department: ____________________________________________