

Final Recommendation for Revisions to the Reappointment and Promotions Document

Background: TCNJ received the Carnegie Elective Classification for Community Engagement in 2015, and the Community Engaged Learning Council (CELC) and the Center for Community Engagement (CCE) are currently leading the efforts for TCNJ's reclassification.

Charge: CFA was charged by Steering to review the Reappointment and Promotions Document in light of "Section 5: Faculty and Staff" of the *2026 Community Engagement Re-Classification Guide* and decide if updates are needed to the RPD to align with the College's commitment to community engagement.

Feedback solicited: CFA sent a preliminary recommendation out to all tenured and tenure-track faculty and librarians, the Community Engaged Learning Council (CELC) and the Center for Community Engagement (CCE) along with a Qualtrics survey on April 30, 2024 to solicit feedback. About 70% of respondents agreed or strongly agreed with the preliminary recommendation. Three respondents strongly disagreed. Open comments were also solicited. Based on the feedback we received, we made adjustments to ensure that our recommendations are not construed as requiring community engagement for faculty and librarians to achieve promotion and tenure.

CFA's Final Recommendation: CFA recommends the following revisions to the RPD to better recognize and acknowledge faculty and librarians whose work might include community engagement. [A red-lined copy of the RPD with all recommended changes is attached to the email.]

Section 2. Bases and Standards for Evaluation

- Page 8: Add statement regarding the college's commitment to community engaged learning.

“Additional commitments to community engagement, in keeping with the college's national recognition for community engaged learning, are also valued as part of required faculty work.”

Section 2.2. Faculty – Teaching,

- Page 10: Add an additional bullet point regarding community engagement as an example of evidence of a high caliber, effective teacher:

“When appropriate and possible, incorporates community engagement into teaching and curriculum;”

- Page 10 and 11: Update language regarding previous changes made to First Year Seminary and college core.

“Extends teaching commitment to all levels of the curriculum, including First Year Seminars, liberal learning college core, introductory courses, graduate courses, and Signature Experiences where appropriate;”

“...The materials should illustrate efforts and success in developing best practices in teaching; describe the approach to pedagogy and how it fits with College, liberal learning college core, and/or program goals; show the rigor, comprehensiveness, and depth of assignments; and discuss philosophy of and methods for assessment of student work.”

2.3. Faculty – Scholarly/Creative/Professional Activity

- Page 12 and 13: Update language regarding relationships with community partners to broaden the scope of engagement and collaboration with community partners (rather than merely connecting).

“In keeping with the mission of the College, we also value scholarship that is uniquely suited to our institution, such as projects that involve TCNJ students, are ~~connected to our role in the larger community~~ engaged with community partners, or reflect the College’s commitment to building a diverse and inclusive community.”

“...Examples include original research when consulting for a company or collaborating with a community partner, creating national standards for an accrediting organization, designing curricula for national or regional use...”

2.4. Faculty – Service

- Page 14: Update language to include the term, “surrounding community” and add a footnote to define that term in this document.

“...Faculty contributions to the good of the campus and potentially to the surrounding^[10] community are expected to increase concomitantly with the institution's commitment to the individual... Prior to tenure, faculty should shoulder an equitable portion of the responsibilities in their department or school and may, depending on their interests and other obligations, also choose to become involved in other campus and community opportunities and events...”

“[10] Surrounding community is to be understood broadly, including but not limited to Ewing, Trenton, Mercer County, the State of New Jersey, and the metro Philadelphia and New York City regions”

- Page 15: Define community engagement in the record of service more clearly for promotion to Professor.

“Successful service records reflect consistent service and leadership at the department, school, campus, professional, and/or community levels. and/or consistent service and campus-wide leadership.”

- Page 16 and 17: Update community engagement language in the Examples of Faculty Service by Rank

<p>Joining and participating in Involvement with a charitable, ivie community, or cultural organization related to the candidate's professional expertise.</p>	<p>Continued engagement collaboration in charitable, ivie community, and or cultural organizations related to the candidate's professional expertise.</p>	<p>Holding office or leadership role(s) in charitable, ivie community, and or cultural organizations related to the candidate's professional expertise.</p>
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- Page 17 and 18: Add “College Core Council” and remove “Liberal Learning Council” in both Tier 2 and Tier 3. Replace “Liberal Learning” with “First Year Seminar” Tier 4.

2.6. Librarians – Librarianship

- Page 20: Add to and update examples of skills and characteristics that mark effective performance include skills related to community engagement:

“Establishing and maintaining good communication and working relationships with faculty, administration, ~~and~~ students, **and community partners;**”

- Add an additional bullet point regarding community engagement as an example of evidence of high caliber, effective librarianship and update bullet point on awareness of individual differences.

“When appropriate and possible, incorporates community engagement into the practice of librarianship;”

“Demonstrating adaptability and flexibility and showing an awareness of individual differences and a sensitivity to the various cultures and heritages within the College **and surrounding** community;”

2.7. Librarians – Scholarly/Creative/Professional Activity

- Page 21: Update language regarding relationships with community partners to broaden the scope of engagement and collaboration with community partners (rather than merely connecting).

“In keeping with the mission of the College, we also value scholarship that is uniquely suited to our institution, such as projects that involve TCNJ students, are ~~connected to our role in the larger community~~ **engaged with community partners**, or reflect the College’s commitment to building a diverse and inclusive community.”

“...Examples include original research when consulting for a company **or collaborating with a community partner**, creating national standards for a professional organization, and creating authoritative records for national or regional use...”

2.8. Librarians – Service

- Page 23 and 24: Update language to include the term, “surrounding community” and add additional language regarding pre-tenure service. Add language that mirrors faculty service regarding pre-tenure expectations.

“.... Librarian contributions to the good of the College and library professional community **and potentially to the surrounding community**, are expected to increase concomitantly with the institution’s commitment to the individual. This means that librarians will be expected to demonstrate more significant service responsibilities as they seek promotion to a higher rank. **Prior to tenure, librarians should shoulder an equitable portion of the responsibilities in the library and may, depending on their interests and other obligations, also choose to become involved in other campus and community opportunities and events...**”

Examples of Librarian Service by Rank

- Page 25: Update community engagement language in the Examples of Faculty Service by Rank

<p>Joining a Attending charitable, civic community, or cultural organization activities related to the candidate’s</p>	<p>Joining and participating Involvement in a charitable, civic community, or cultural organization related to</p>	<p>Continued engagement collaboration within charitable, civic community, or cultural organizations related to the candidate's professional expertise.</p>	<p>Holding office or leadership role(s) in charitable, civic community, or cultural organizations related to the candidate’s professional expertise.</p>
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- Page 26: Update language regarding previous changes made to college core. in Tier 2, and Tier 3.

Add “College Core Council” and Remove “Liberal Learning Council” in both Tier 2 and Tier 3.

3.2. The Department Promotion and Reappointment Committee (PRC)

- Page 33: Update the department’s responsibilities to add campus and community service. “Establish an active program of systematic support (helpful mentoring related to teaching or librarianship; scholarly/creative/professional activity; ~~department/program~~/school/campus/community service; and application for external support). The mentoring program should be explained in a document that is given to each candidate upon appointment.”

3.2.3.4.3. Responsibilities of Peer Observer and Faculty Member

- Page 42: Replace “Liberal Learning” with “College Core”.

F. Standardized Curriculum Vita

- Page 85: Update language regarding previous changes made to college core.

V. Teaching Record

“Discuss your contributions to the ~~liberal learning~~ College Core program such as the First Year Seminar Program (FYSP).”

- Add a bullet point to include possible examples of community-engaged learning.

“Describe any courses or projects that involved community-engaged learning and/or supporting community efforts.”

VI. Librarianship Record

- Page 86: Add option to include possible examples of community-engaged learning.

“Describe any efforts or projects that involved community-engaged learning (CEL).”

XIII. Record of Outside Service

- Page 89: Add option to include possible examples of collaborations with community partners.

“Contributions to the surrounding community **or collaborations with community partners...**”