

# **Definition of Scholarly Activity in the Department of Computer and Information Sciences Indiana University South Bend**

Adopted on May 2, 2003

Our department holds the view that “scholarly activity” in computer science includes the activities described below. We believe that involvement and participation in activities of these kinds should be expected of faculty members in this department, and that such activities should be recognized and rewarded.

- ” Research in core or applied areas that leads to new concepts, insights, discoveries, structures, theorems, algorithms, techniques of proof and new applications of known techniques, for addressing problems in fields including natural sciences, social sciences, medicine, engineering, and art. Such research normally leads to publication of results in respected, refereed journals and proceedings, or in scholarly monographs.
- ” Research in teaching and learning that leads to new insights into various ways in which knowledge and skills can be effectively taught and learned. Such research normally leads to presentations of results in respected, refereed journals and proceedings, in scholarly monographs, or in lectures and departmental documents.
- ” Synthesis, or integration, of existing scholarship, such as publication of monographs, surveys, annotated bibliographies, and lists of open problems.
- ” Succeeding in a grant application and completing the activity related to the grant. Acting as the primary investigator (PI), project director (PD), co-investigator, or co-project director of an external grant. Such activity normally leads to a grant report, publications, or development of software/hardware.
- ” Presentations of scholarly work at professional conferences.
- ” Serving as the committee chair for Ph.D/M.S. candidates and directing dissertations.
- ” Writing or organizing grant proposals.
- ” Publication of refereed abstracts.
- ” Obtaining campus or university wide internal grants.
- ” Acting as referee for papers submitted to scholarly journals, proceedings and for monographs. A referee’s report is the normal product of such activity.

- " Exposition that communicates computer and information sciences to new audiences, or to established audiences with improved clarity, either orally or in writing, including technical communications to scientists, engineers, and others in computer science. Exposition of this kind typically takes the form of technical reports, books, articles, multimedia materials, and presentations for teachers, government leaders, and the general public.
- " Development of software or hardware that provides new or improved tools for supporting research in computer science, the applications of this field, for communicating, teaching, or learning information in these fields.
- " Leading students in undergraduate or graduate research projects other than thesis or dissertation. The end product here may be a technical report, a presentation at a conference, or published paper.
- " Development of courses, laboratories, curricula, assessment tools, or instructional materials for teaching computer science at the university level and below.
- " Organizing and lecturing in seminars in computer science. Lecture notes or technical reports would be appropriate documentation of this kind of scholarly activity.
- " Acting as a consultant within the discipline to other departments, educational or governmental institutions and agencies, to scholars in other fields, or to businesses. The work should be documented with a report and an evaluation.
- " Organizing professional conferences, panels, special sessions, or contributing to their organization, for example as session chair or co-chair and other scholarly activities at such conferences.
- " Publication in the departmental technical report series.
- " Developing new degree programs.
- " Preparation of materials for accreditation of an academic program by an accreditation board.
- " Developing and directing internship programs and other professional opportunities for students.
- " Serving on graduate research committees.
- " Attendance at professional conferences.