

## **College of Engineering and Technology (CET)**

### **Teaching**

- Carry the CET assigned teaching load successfully.
- Participate in creating new courses as required by CET.
- Participate in creating online courses as required by CET.
- Participate in creating new certificate programs as required by CET.

### **Scholarly Activities**

- Participate in submission of at least 2 to 3 grant proposals or as many required by CET, as the PI, throughout the tenure track term.
- Publish at least 2 to 3 scholarly articles (middle to high tier conference papers or journals) or as many required by CET, as the first author.
- Mentoring undergraduate research students.

### **Departmental Services**

- Participate in and complete all assigned tasks as required by CET in the program accreditation process such as ABET.
- Participate in student recruitment process and marketing as assigned by CET.
- Participate in articulation process between NNMC CET and outside entities such as other educational institutions and companies and organizations as required by CET.
- Perform fully and successfully all tasks assigned by the head of CET.
- Procurement of equipment and development of lab activities as required by CET.

### **College and Community Services**

- Sign up with at least 3 to 4 significant and different college committees during the tenure track time frame. Attend the committee meetings regularly and participate in all committee assigned tasks responsibly.
- Participate in at least 3 to 4 significant NNMC initiatives involving community such as RoboRave, High School mentoring program, Visits to classrooms to recruit, and similar ones.

### **Advising:**

- Communicate (email, phone call, face-to-face) with students to meet for advising.
- Advise all assigned advisees each semester and in the absence of supervisor/other faculty members continue advising other students.
- Advise students with courses as well as with path to graduate faster.