

interoffice
MEMORANDUM

To: All Full-time Faculty
From: Gary S. Gildin
Date: November 12, 2002
Re: Standard 404

Attached please find the revised Faculty Policy to Satisfy ABA Standard 404 adopted at the November 11, 2002 meeting of the Faculty.

Attachment

GSG/sm

**THE DICKINSON SCHOOL OF LAW
THE PENNSYLVANIA STATE UNIVERSITY**

FACULTY POLICY TO SATISFY ABA STANDARD 404

Adopted November 11, 2002

1. Each tenured or tenure-track member of the faculty (hereinafter referred to as “faculty member”) is expected to carry a fair share of the course offerings of the law school, with due regard given to the preparation required for each course, the number of students in each course, classroom contact hours, and additional non-classroom hours where appropriate (clinical courses, for example). Fairness requires that due consideration be given to administrative and other student-related educational activities performed by the faculty member. Faculty members are expected to prepare adequately for each class and to be available for student consultation during a substantial portion of the work week. It is the responsibility of each faculty member to create an atmosphere in which students and faculty may exchange ideas.

2. Each faculty member is expected to keep abreast of developments within the areas in which he or she teaches. Each faculty member also is expected to engage in research and scholarship. Each faculty member shall ensure the integrity of this scholarly work, including due acknowledgment of student research assistants and other contributors.

3. Each faculty member is expected to participate in institutional governance, seeking to carry a fair share of committee work consistent with that faculty member’s student-related educational activities and other administrative activities.

4. Each faculty member should strive to improve law and the profession by engaging in activities within the academy and with government, the bar, the judiciary, or the legislature, including *pro bono publico*.
5. Each faculty member is encouraged to participate in community service activities at the local, state, federal or international level.
6. Activities that comply with this policy shall be given appropriate recognition as part of the faculty member's contribution to the school.