



GUIDE FOR
**Faculty Outreach
& Engagement**



Engagement Scholarship
consortium



Campus Compact

Auburn University's Vision for Faculty Engagement

Our vision of outreach consists of a thriving partnership between Auburn University faculty, staff, and students, on the one hand, and the people and communities of Alabama and beyond on the other. In this vision, the people and their communities routinely make effective use of the resources of Auburn University to serve their needs and help them solve their problems and improve the quality of their lives. The providers of those resources within the University, especially the faculty, routinely and confidently commit portions of their time and expertise to outreach, secure in the knowledge that their work will be reliably assessed and rewarded within their own institution and within the broader academy. The University acts not only to maintain effective and efficient connections with established constituencies, but also to discover emerging constituencies and cultivate appropriate connections to them.

University Outreach: University Connections to Society p.59. Auburn University: 2000

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INTRODUCTION

Auburn's mission is threefold: instruction, outreach, and research. These three components are interrelated. Instruction involves the transmission of knowledge and skills. Research involves the generation, or synthesis, of knowledge and also involves the publication, broadly understood, of the knowledge so produced. Auburn's outreach mission involves the application of instruction and research to benefit the public good.

Auburn is committed to these activities which promote community engagement, defined by the Carnegie Foundation as "the collaboration between institutions of higher education and their larger communities for the mutually beneficial exchange of knowledge and resources in the context of partnership and reciprocity." Since 2010, Auburn has held Carnegie's Community Engagement classification, representative of that commitment.

The university's outreach engagement is characterized by faculty working in concert with students, administration, and community partners to address economic development, education access, workforce preparation, health and wellness, and other key societal issues. Engagement informs and enhances teaching, research, and outreach, and thus is an important component of a faculty member's disciplinary assignment and scholarship. Faculty engagement in outreach and extension activity is recognized in institutional academic policy and encouraged by the university's strategic priorities.

The Office of the Vice President for University Outreach, in collaboration with Auburn's schools and colleges, the Alabama Cooperative Extension System, and community partnerships, is dedicated to promoting an academic culture supportive of the performance and recognition of faculty engagement in scholarship. To that purpose, this booklet has been created as a guide to faculty engagement at Auburn University. It provides a brief overview of engagement work, definitions of outreach and related terms, an outline of the outreach and extension units, faculty roles, handbook citations and other policies relevant to faculty outreach, and a list of helpful resources available to faculty.

DEFINITION OF OUTREACH ENGAGEMENT AND RELATED TERMS

At Auburn University, the term “outreach” is in general use in academic policy and university publications, referring collectively to many forms of scholarly engagement. The term applies broadly, as in “the mission of outreach,” as well as specifically to community engaged work performed by individual faculty through designated outreach units, academic departments, the Alabama Cooperative Extension System, and/or external partners. The term “extension” is also in common use, both in an historical context, such as on the seal of the university, and also in specific reference to the Extension System itself, and for the work performed by its campus-based specialists and county offices.

Chapter 3 of the Faculty Handbook defines “outreach” formally as it relates to faculty engagement with external communities: “Outreach’ refers to the function of applying academic expertise to the direct benefit of external audiences in support of university and unit missions.” The Handbook also outlines conditions by which faculty engagement may be regarded as outreach scholarship, and outlines the process of documenting it for purposes of tenure and promotion. (www.auburn.edu/academic/provost/facultyHandbook)

As part of the 2013 SACS reaffirmation study, a faculty committee further defined the scope of the university’s faculty outreach engagement and typical outcomes. Institutionally, this activity encompasses teaching, research and outreach scholarship in the form of community engaged instruction, expert assistance, and public services.

Engaged instructional activities promote educational access and learning over a lifetime for students within and beyond campus for continuing individual development, improvement of knowledge and skills, educational advancement, employment and personal enrichment. Engaged research-based assistance and expertise responds to problems of community concern, collaboratively advances knowledge, and improves conditions. Engagement also produces enriching services and outreach opportunities for the public at large. Throughout, community engagement informs and promotes these mutually beneficial exchanges of knowledge and resources, further deepening the reciprocal relationships between the university and its communities.

The following are terms commonly associated with the various activities which make up the body of Auburn University's outreach engagement.

Outreach (Engaged) Scholarship

The creation, dissemination, or application of knowledge through community engaged outreach activities. This includes authoring articles, book chapters, reports or other publications reflecting one's outreach experience, community based participatory research activities, community action research, translational and transdisciplinary research, creative scholarship, and the development of curricula in collaboration with community partners.

Civic Engagement

Civic engagement is particularly focused on building community capacity and encouraging thoughtful, responsible citizenship and civic professionalism. This includes a wide range of activities, including developing civic sensitivity, participation in building civil society, and benefiting the common good as citizens and agents of positive social change for a more democratic world.

Service-Learning and Community-Engaged Learning

Service-Learning is a specific term used for curricular student engagement in organized and collaborative community-based activities directed by faculty as part of a course which integrates service with experiential instruction and reflection to enrich the learning experience. In 2009, an Auburn service-learning task force adopted a broader definition of "community-engaged learning," recognizing varied engaged curricular experiences contributing to student learning through reciprocal collaboration with faculty, students and community partners:

"Community-engaged learning is active learning outside the classroom that is an informed, consensual, and mutually interactive engagement with people, institutions, and the environment for the purposes of the progressive achievement of civic virtue and the promotion of the public good."

Extension

This term reflects work performed in designated disciplines by faculty specialists with academic appointments affiliated with the Alabama Cooperative Extension System. These faculty provide research-based programs and information through regional extension agents, community-based extension educators and staff based in county offices across Alabama. Extension programs focus on agriculture; forestry, wildlife, and natural resources; family and consumer sciences; economic and community development; 4-H and youth development; and urban affairs.

Continuing Education or Lifelong Learning

A common term used mostly for non-credit instruction, typically professionally-oriented short courses, certificate programs, workshops, and conferences, often awarding continuing education units (CEUs) to qualified participants. Auburn produces annually some 1,000 programs and 50,000 registrations in noncredit programs university-wide. Typically, faculty contribute to the design of such programs and serve as instructors. These programs serve participants of ages, from youth to senior adults.

Distance Education or Distance Learning

This term encompasses credit and non-credit offerings which typically use instructional technologies to reach non-residential students at a distance. Distance credit programs are subjected to the same oversight as traditional curricula, distinguished neither in quality, rigor nor requirement from the residential course of study. Auburn's distance offerings include a number of on-line courses, certificates, and credit degrees.

Consulting

A term frequently used for expert advice provided by a faculty member as part of a formal university-sponsored outreach client relationship. Outside of such sponsored relationships, faculty consultation may be categorized as "Extramural Activity" as defined by the Auburn Faculty Handbook.

Clinical Work

This activity includes diagnostic services, consultation and therapy provided by departmental clinics. These clinics primarily function as experiential programs for students and research facilities for faculty, but also serve as a form of vital engagement with the local community. Auburn has a variety of clinical facilities, mobile and on-site clinics, and many other similar programs open to the public or by referral.

Service

In the context of community engagement, the term “service” is often used interchangeably with “outreach” to refer to the delivery of programs, expertise, resources and services to the community. At Auburn, Chapter 3 of the Faculty Handbook distinguishes outreach from “service.” Service includes participating in departmental, college or school, and University governance, committee work, faculty recruitment, academic program development, and other contributions to University life. Service is covered in detail under its separate headings in the Handbook.

Other Forms of Outreach

The university engagement is enhanced by its central presence in the community and accessibility to its facilities and services. Local area residents enjoy an art museum, performing arts center, an arboretum, events and many other world class resources which would otherwise not be found in communities this size. Many presentations, performances and exhibits are offered for the benefit of students and faculty, but are also open to the public at large. In these ways, Auburn enhances the overall quality of life for the surrounding community.

The VPUO also organizes and directs initiatives designed to address specific needs in Alabama and engages appropriate responses to meet those needs.

University Outreach Areas

Ten departments report directly to the Office of the VPUO. These are the Center for Educational Outreach and Engagement (CEOE), the Government and Economic Development Institute (GEDI), Encyclopedia of Alabama (EOA), the Office of Professional and Continuing Education (OPCE), the Office of Public Service (OPS), Outreach Global, the Osher Lifelong Learning Institute (OLLI at Auburn), Corporate and Community Partnerships, Outreach Information Technology and CEU Office and the Office of Faculty Engagement. OPCE, OPS, and the Office of Faculty Engagement provide support services to faculty and other program content specialists. These services are outlined in more detail in the “RESOURCES” section of this booklet. In addition to their faculty service focus, these units oversee a significant base of programming to external audiences as well. For example OPS coordinates the AuburnServes community service network; OPCE oversees community courses, youth enrichment programs, professional and organizational development training. OLLI at Auburn is a membership-based program for learning in retirement.

As their department names imply, some outreach units have very defined programmatic foci and link the university to specific external constituents. These units often engage faculty in providing applied research and educational programs to clientele. The Government and Economic Development Institute’s mission is to promote improved government policy and management, economic prosperity, and quality of life for the State of Alabama and its communities. The Office of the Encyclopedia of Alabama maintains the free, online resource of the same name, featuring articles on Alabama history, culture and geography. The site also provides learning resources for teachers. The Center for Educational Outreach and Engagement provides support to limited resource school districts to improve college access and academic performance among participating students.

The VPUO also maintains the Faculty Outreach and Engagement Council, which serves as an internal advisory committee to promote outreach scholarship and faculty engagement. The Council is comprised of academic officers representing the schools and colleges on campus. The council also includes representatives from outreach units, Extension program leadership, and Auburn-Montgomery outreach officials. This body advises the Office on policy issues, participates in task group assignments, and serves as a network to promote collaboration among outreach stakeholders on campus.

Outreach Centers, Institutes, and College-based Programs

Throughout the university, more than 75 outreach units support outreach programmatic objectives, some within the schools and colleges while others are organized as centers or institutes. These units typically support faculty outreach work within an academic area, serving alumni or related professionals. Some outreach programs are tied to grants or partnership arrangements. These units provide many diverse opportunities for faculty engagement. A directory of outreach centers, institutes, and offices is maintained at www.auburn.edu/outreach/contacts.htm



The Alabama Cooperative Extension System

The Alabama Cooperative Extension System originated with the Smith-Lever Act which established in the early Twentieth Century extension programs at land-grant institutions. The System today represents the combined extension services at Auburn and Alabama A&M University, with Tuskegee University cooperating. Faculty in thirteen departments at Auburn University, primarily in the College of Agriculture, The School of Forestry and Wildlife Sciences, and the College of Human Sciences hold appointments with the Alabama Cooperative Extension System. These faculty conduct work in six program areas and collaborate with field staff at county offices in delivering professional consultation to constituents across the state. The Extension website has a detailed outline of its programs and services at www.aces.edu.

Faculty Roles

Whether the work is administered by a dedicated campus outreach unit or through an academic department, Auburn's faculty drive the planning, delivery, and assessment of the university's community engagement. Faculty engagement takes many forms: expert consultation, instruction in continuing education, service-learning and distance programs, applied research, and creative work for public presentation and cross disciplinary innovation. Historically, faculty engagement developed along the lines of disciplinary focus and the academic curricula. Increasingly, faculty work with colleagues across disciplines and community partners to develop engaged programs and

services that are broad in scope and application. These address many areas of public concern including educational access, community and economic development, health and wellness, quality of life, sustainable agriculture and natural resources. The benefits of engagement are not all externally focused; such scholarly engagement is reciprocal and mutually beneficial, also informing research and providing insights valuable to teaching.

The Carnegie Foundation “Community Engagement” Classification and Other Institutional Recognitions

Auburn holds several distinguished national recognitions for its organizational commitment to the outreach mission and faculty engagement, and its comprehensive focus on community issues.

In 2010, Auburn received the “Community Engagement Classification” from the prestigious Carnegie Foundation for the Advancement of Teaching. The classification recognizes Auburn’s commitment to community partnership and engagement through its mission of outreach. The classification is the most significant recognition in higher education for a university’s curricular engagement, faculty outreach scholarship, community partnerships and engaged student activities.

Auburn holds the Association of Public and Land-Grant Universities’ Innovation and Economic Prosperity (IEP) designation. This designation recognizes the university’s engagement supporting economic and community development, growth, and economic opportunity. Auburn has also been recognized by the President’s Higher Education Honor Roll, a federal program promoting excellence in curricular engagement and public service work at universities across the United States.

Auburn is a founding board member of the Engagement Scholarship Consortium, an educational organization promoting community and faculty engagement. The consortium’s goal is to work collaboratively university-community partnerships anchored in the rigor of scholarship, and designed to help build community capacity. Auburn is also an institutional member of Campus Compact, an academic alliance of universities that promotes service learning throughout the curriculum.

RELATIONSHIPS AMONG SCHOLARLY CONTRIBUTIONS

	Teaching and Learning	Research
Type of Scholarship	With learners, develops and communicates understanding and insights; develops and refines new teaching content and methods; fosters lifelong learning behavior.	Generates and communicates knowledge and understanding; develops and refines methods.
Audiences	Learners* (also peer educators). *May include those at a distance who receive degree credit.	Peers (also students, publics, supporters of research).
Means of Communicating Scholarship	Teaching materials and methods; classes; curricula; publications and presentations to educator peers and broader publics.	Peer-reviewed publications and presentations; patents; public reports and presentations.
Criteria for Validating Scholarship	Originality and significance of new contributions to learning; depth, duration and usefulness of what is learned; lifelong benefits to learners and adoption by peers.	Originality, scope, and significance of knowledge; applicability and benefits to society.
Documentation of Scholarship	Teaching portfolio, including summaries of primary new contributions, impacts on students and learning; acceptance and adoption by peers; evidence of leadership and team contributions.	Summaries of primary contributions; evidence of significance and impact in advancing knowledge, new methods, public benefits; evidence of communication and validation by peers; evidence of leadership and team contributions.

Adapted from C.J. Weiser, College of Agricultural Sciences, Oregon State University, Corvallis, February 1994.

*(From Flynt et al, Faculty Participation in Outreach Scholarship
in University Outreach: University Connections to Society, Auburn University, 2007)*

Creative Work	Outreach	Service
Interprets the human spirit, creates and communicates insights and beauty; develops and refines methods.	Synthesizes and communicates understandings, applications, and insights; develops and communicates new technologies, materials, or uses; fosters inquiry and invention; develops, refines and implements new methods.	Participates in governance and committee work; develops and implements new programs; serves as editor or referee for manuscripts and other creative works.
Various publics (also peers, patrons, students).	General public, including educators, students, peers, professionals, and practitioners; industry, government, business and other external entities.	Department, college or school, university, and other academic institutions; industry, government, business, and other external entities; professional associations and learned societies.
Shows, performances, and distribution of products, reviews, news reports; copyrights; peer presentations and juries; publications.	Demonstrations and presentations to audiences; patents; publications for users; periodicals and reports; peer reviewed presentations and publications.	Offices held; committees served; administrative, editorial, and consulting services.
Beauty, originality, impact and duration of public value; scope and persistence of influence and public appreciation.	Relationship to units' mission; usefulness and originality of new or different understanding, applications, and insights; breadth, value, and persistence of use and impact on client, audience or public.	Relationship to academic role and departmental mission; benefits and applicability to service recipient.
Summaries of primary contributions, public interest, and impact, evidence of communication with publics, peer recognition and adoption; evidence of leadership and team contributions.	Portfolio, including description of activity or program; summaries of primary contributions, communication to users; significance and scope of use, impact, and benefits; evidence of commercial and societal value; evidence of acceptance and adoption by peers; evidence of leadership and team contributions.	Appointment letters; summary of contributions and evidence of impact; evidence of leadership and team contributions.



POLICIES AND PROCEDURES

Policies and procedures relevant to faculty outreach engagement work include both external and internal guidelines governing the performance and assessment of the activity. Some are founded in the institution's charter as a land-grant university, others relate to accreditation criteria. Responsive internal policies are administered as part of the overall body of official university academic procedure.

External Policies

Extension: Congress passed the Smith-Lever Act in 1914 creating a national Cooperative Extension Service. This historic charge remains central to current extension policy statements which declare programs are performed "in furtherance of Cooperative Extension work in agriculture and home economics, Acts of May 8 and June 30, 1914, and other related acts, in cooperation with the U.S. Department of Agriculture." Faculty with extension assignments or performing outreach as part of an extension program coordinate their efforts as part of the Extension System's official plan of work.

SACS Accreditation Standards: Auburn University ten-year reaffirmation reviews affirm the institution's compliance to outreach related criteria as outlined in SACS Commission on Colleges Criteria for Accreditation. SACS guidelines stress that outreach work be relevant to the academic mission of the university, and that it is assessed against expected outcomes in order to measure impact and to make improvements in the program.

Individual program certifications and accreditations: Many individual outreach programs, such as the Dietary Manager Certificate Program, must meet standards set forth by national professional practice organizations, state boards of certification and other bodies.

Internal Policies

Faculty Assignments/Tenure & Promotion: Faculty must coordinate their outreach activities in concert with their approved teaching and research assignments as well as with departmental (disciplinary, accreditation, etc.) goals, objectives and promotion criteria. Generally, outreach will be performed as a percentage of one's academic assignment, but when the activity cannot reasonably be included in the assigned workload, it may be considered for overload basis if approved by one's department head and dean. In either case, faculty participation in outreach will be assessed on the basis of the approved departmental assignment. Outreach activity is recognized as an integral component of faculty scholarship in consideration for tenure and promotion. Policies related to assessment of faculty outreach are outlined in detail within Chapter 3 of the Faculty Handbook.

Research Compliance: In order to ensure that outreach activities can be leveraged to produce scholarship, faculty should develop evaluative procedures that will generate data that can be used to produce outreach scholarship, along with manuscripts, technical reports, etc. Any activity that involves people or collects information from them must be approved by the Institutional Review Board (IRB) in advance. Forms for use in requesting approval are available at the following website: cws.auburn.edu/OVPR/pm/compliance/irb/home. In addition, any activity that involves applied research should follow research compliance guidelines. Information about research compliance (including that of involving Human Subjects research) are available at the following website: <https://cws.auburn.edu/OVPR/pm/compliance/home>.



CEU Policy and Outreach Reporting Guidelines:

In compliance with SACS criteria and other national academic standards for non-credit programming, Auburn University has developed CEU policy and reporting guidelines. The policy (a) provides for uniform application of the CEU across the university, (b) outlines the foundation for a central records and reporting system, and (c) assures a uniform approach to quality assurance in non-credit studies. Guidelines are provided to assist in the interpretation and implementation of the national criteria in the processes of design, development, delivery, and evaluation of non-credit continuing education and professional development activities. These criteria must be met for a program to qualify for awarding CEUs to individual participants. A CEU is defined as ten hours of instruction in an organized continuing education experience under responsible sponsorship, capable direction and qualified instructions.

CEU awards for non-credit instruction must be approved in advance by the university CEU officer in the Office of Public Service (OPS). After the activity, a record of a roster of all participants eligible for CEU awards must be forwarded to OPS which maintains permanent CEU records on each participant and provides official copies of their continuing education record. Faculty should utilize the procedures outlined in the policy for CEU approvals and program reporting.

Outreach activities and continuing education programs not carrying CEU awards also should be reported by faculty to OPS utilizing the same procedures. These records are utilized in instructional reporting internally and externally to Alabama Commission on Higher Education, the Southern Association of Colleges and School, etc. The CEU policy and reporting guidelines can be obtained by contacting the Office of Public Service at 844-4730 or at www.auburn.edu/outreach/ceuforms.

Summer Camp and Summer Coordinating/Scheduling Policy:

Auburn University hosts a wide variety of camps, clinics, workshops, and conferences each summer. This policy outlines procedures for recognition of official AU summer activities and coordination of summer space utilization of university recreational and form facilities. These guidelines specifically address residential summer programs which include participants under the age of 18 (eighteen) years who may remain overnight in on-campus residence halls. The summer camp coordinating policy is available through the Office of Professional and Continuing Education at 844-5100 or www.auburn.edu/outreach/pubs.htm under the section of "Policy Documents".

Risk Management and Safety Policies:

Auburn University policies regarding risk management and safety impact many outreach activities, particularly in the areas of participant safety and oversight of minor children. Information on these policies and mandatory reporting is available at 844-4870 or at the Risk Management and Safety website: cws.auburn.edu/rms.

RESOURCES FOR FACULTY



Faculty Engagement

Within the VPUO office, the Director of Faculty Engagement coordinates the division's central resources and programs supporting faculty outreach engagement. These include competitive outreach scholarship grants, outreach scholarship symposia, the Faculty Outreach and Engagement Council, the Outreach and Engagement Community of Practice, and an expanding collection of web-based materials

supporting faculty engagement. The website includes information of journals receptive to outreach scholarship from a range of disciplines. The director fosters development of cross disciplinary collaborations and facilitates networking to link faculty to outreach initiative and constituencies which can benefit from their expertise. In addition to consulting with faculty on designing and sustaining outreach and engagement projects and extramural grant proposals, the director advises faculty on Auburn's promotion and tenure process as it pertains to outreach and engaged scholarship. The director also provides guidance on developing the outreach section of one's promotion and tenure application as part of the academic dossier portfolio. Call 844-5700 or visit the Faculty Engagement website at www.auburn.edu/outreach/facultyengagement.

Program Support & Development Services for Non-Credit Instruction

Organizational resources are available to faculty for a variety of outreach related program development and facilitation needs. The Office of Professional and Continuing Education focuses on high quality, fee-for-service, non-credit, continuing education programs in five general categories: Conference and Event Management, Professional Development Training, On-line Certificates, Lifelong Learning, and Resident Summer Youth Camps. The Office can advise faculty in non-credit program development and can provide staff services for planning, registration (web-based, mail, etc.), accounting, and on-site facilitation. Contact the office at 844-5100 or visit the website at www.auburn.edu/opce. Additionally, the Office of Outreach Global develops high quality, fee-for-service, non-credit international education programs. The Office can advise faculty on the development of study abroad, alternative spring breaks, and engagement development around the globe. Contact the office at 844-5716 or visit the website at www.auburn.edu/outreach/global. Furthermore, a number of schools and colleges host outreach units which provide faculty with similar services. Faculty can contact their dean's office for more information on these units.

Non-Credit Program Documentation and CEU Approval

The Office of Public Service advises faculty on Auburn University's CEU policy and outreach reporting procedures, and accreditation standards for development, administration, evaluation, certification compliance, learning resources and other elements of non-credit programming. The office approves all CEU awards at the university and provides a central information system to maintain outreach activity information on behalf of all Auburn University units and CEU recipients. This database service is provided at no charge to faculty or units reporting their outreach programs; there is a minimal transcript fee to program participants who elect to order a copy of their official CEU record. Visit the office website at www.auburn.edu/outreach/ops or phone at 844-4730.

Service-Learning Support and "AuburnServes" Network

There is a strong base of curricular engagement at Auburn University. Courses across many majors utilize service-learning pedagogy; student-led community engaged projects are sponsored by Student Affairs and many academic departments. The Office of Public Service oversees "AuburnServes" a web-based network of faculty and student initiatives and community partners across the state, which can be utilized by faculty and students in their engagement efforts. The office is also liaison to the university's membership in Campus Compact, the Gulf South Summit, Alabama Possible and other regional-national peer organizations. Contact this office at 844-4730 and visit the website at www.auburnserves.com.

The Cultural Insight Program - Culture Bump©

The Center for Educational Outreach and Engagement offers training for global and cross-cultural communication providing a process, change mechanism, continuous improvement and consultation to higher education institutions, school districts, corporations, military, health care, government agencies, non-profits locally, nationally and internationally. Culture Bump training is designed to meet the multi-level needs of members of any organization including CEO's, managers, supervisors, administrators, academic faculty, staff, teachers, student leaders and employees. Culture Bump Training is focused on building specific skills, situation-based and provides a long-term empowerment for meeting organizational and personal change. For more information about Culture Bump, contact CEOE at 844-7460.



COMPETITIVE FACULTY OUTREACH SCHOLARSHIP GRANTS

The Office of the Vice President for University Outreach periodically will make available competitive outreach scholarship grants to Auburn faculty. The purpose is to encourage faculty initiative in addressing critical societal needs in Alabama or beyond. This program focuses on outreach scholarship as it is described in Chapter 3 of the *Faculty Handbook*.

A call for proposals will be issued to solicit applications for each upcoming round of grants. The call for proposals will outline the specific process for that round of grant considerations. Proposals will be reviewed by a peer panel and recommendations made to the Vice President for award of grants. Typically grants will range in value, with awards made for one year with the possibility of renewal. Additionally, proposals for discretionary grants are received and reviewed throughout the year in support of seeding and sustaining community outreach and engaged projects, programs and initiatives that also produce engaged scholarship.



All proposals must meet the university definition of outreach, support strategic university priorities, and include letters of support from both the faculty member's department head (or director or dean, as appropriate) and a representative of the external constituency. The University Senate has defined outreach as "the function of applying academic expertise to the direct benefit of external constituencies in support of university and unit missions". The department or unit head's letter must tell how the proposed project serves as university or unit mission and how it will contribute to the investigator's program of scholarship. The external support letter must address the need for the project and describe how the community partner or external constituency will participate in providing direction, support, and evaluation for the project.

Successful applicants will be required to submit periodic reports and a final report summarizing the project and evaluating it in terms of impact on the target constituency and on the scholarship of the faculty members involved. These reports may be used in the future Outreach publications. Grant recipients are encouraged to plan their own individual publications as well.

Call 844-5700 or visit www.auburn.edu/outreach/facultyengagement for information on the Competitive Outreach Grant Program.



OUTREACH SCHOLARSHIP SYMPOSIA

University Outreach hosts a number of symposia and scholarly events designed to bring together faculty, administrators, community partners, and students to share their experiences in engaging with external constituencies. The symposia offer opportunities to explore new possibilities for collaborations with peers, learn and affirm engagement competencies and best practices, and promotes outreach and community engaged scholarship as valued enterprise for promotion and tenure. These programs particularly highlight cross-disciplinary collaborative teamwork. Notice of upcoming symposia will be circulated via campus mail, email, web and news communications.



FACULTY OUTREACH AND ENGAGEMENT COUNCIL

On a quarterly basis University Outreach convenes the Faculty Outreach and Engagement Council. The Council is comprised of faculty and university leaders committed to outreach activity and production of community engaged scholarship among Auburn University faculty. The Council contributes to the realization of institutional strategic objectives in a variety of ways. Members of the Council serve as the peer review panel for the competitive outreach scholarship grants and symposia. Council members advocate and champion outreach and engagement in their roles as college, school or unit leaders. They also participate in the Outreach and Engagement Community of Practice whose purpose is to promote understanding of community engagement best practice as well as to foster engagement collaboration across disciplines befitting the Auburn University land-grant mission.

AWARD FOR EXCELLENCE IN FACULTY OUTREACH



The Auburn University Award for Excellence in Faculty Outreach, and a \$5,000 honorarium, is presented annually to one Auburn faculty member for distinguished outreach contributions which exemplify the qualities and purposes of reciprocal and beneficial community engagement, and which exceed expectations for the person's career stage and job responsibilities. The award is presented at the University's annual awards program in Fall semester.

A call for nominations will be issued to solicit applications for each upcoming award. The call for nominations will outline the specific process for nominating a faculty member. Nominations will be reviewed by a peer committee and recommendations made to the Vice President for the award recipient. Nominees should have a distinguished career in which outreach engagement plays an integral part. All full-time Auburn faculty are eligible.

Activities to be considered for this award are based upon the Faculty Handbook (Chapter 3) definition of outreach as "the function of applying academic expertise to the direct benefit of external audiences in support of university and unit missions." Preference will be given to nominations demonstrating quality of scholarship and impact over quantity of projects or longevity of tenure.

Specific criteria include mission compatibility, scholarship, and impact. The nomination should provide a commentary describing the scholarship involved in the outreach achievements cited. Nominators will be expected to provide a brief overview of the nominee's outreach record including citations of needs addressed, objectives, methods, target audience, etc. The nomination should describe how the outreach is compatible with university and unit missions, and how it complements the teaching and research mission of the unit, and exemplifies engagement characterized by community collaboration, reciprocity and mutuality. The nomination should discuss the quality of the scholarship involved as well as the impact of the engagement.

Contact the Office of Public Service at 844-4730 for information regarding the Award for Excellence in Faculty Outreach.



DR. ROYRICKERS COOK ENDOWED ENGAGEMENT AWARD

The Dr. Royrickers Cook Endowed Engagement Award is presented annually to one faculty or staff member who has shown an ongoing and purposeful commitment to implementing outreach. This award is intended to honor one recipient who understands civic and community engagement, interpersonal relationships and serving the underserved. Dr. Royrickers Cook, Vice President and Associate Provost of University Outreach, holds three degrees from Auburn University culminating with a Ph.D. in Public Administration and Public Policy. Dr. Cook's team includes the Center for Educational Outreach and Engagement, Corporate and Community Partnerships, Encyclopedia of Alabama, Government and Economic Development Institute, Office of Faculty Engagement, Office of Professional and Continuing Education, Office of Public Service, Osher Lifelong Learning Institute, the Office of Outreach Global, and the Outreach Information Technology & CEU Office. Dr. Cook is committed to promoting the common good, providing quality public service and engaging with diverse communities. He intentionally looks for ways to connect Auburn with the local, state, national, and international communities in an effort to establish Auburn University's footprint in the broader communities.



WEB RESOURCES FOR FACULTY

Many of the contacts and resources mentioned in this booklet are conveniently posted on the top of the Outreach web site or on the Faculty Engagement page at www.auburn.edu/outreach/facultyengagement. Among the citations included is the monograph *University Outreach: University Connections to Society* which contains addresses from Auburn's presidential symposia on engagement as well as the pivotal Strategic Planning and Faculty Assessment task force reports. These influenced the development of the outreach section of Auburn's Handbook promotion and tenure guidelines. Other helpful reference information includes an appendix illustrating engagement in comparison to other scholarly works.

FOR MORE INFORMATION

Faculty are encouraged to contact their dean's office or primary outreach office for more information about outreach initiatives within their school or college. Faculty are always welcome to contact the Office of the Vice President for University Outreach, 844-5700, to discuss their outreach interests and program ideas. We encourage your engagement!

www.auburn.edu/outreach



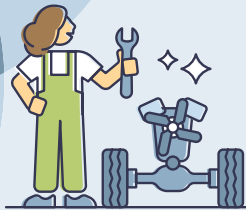
CIVIC ENGAGEMENT



**SERVICE
LEARNING**



**ACADEMIC
STUDY**



**PRACTICAL
EXPERIENCE**



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