COLLEGE OF AGRICULTURE AND LIFE SCIENCES

POLICY AND PROCEDURE MEMORANDUM #13

Date: October 11, 1996
Revised

SUBJECT: INVOLVEMENT IN INTERNATIONAL ACTIVITIES

TO: Administrators, Department Heads and Faculty

FROM: Durward F. Bateman, Dean

During the past three decades the College of Agriculture and Life Sciences at North Carolina State University has been involved in many facets of international agricultural development. These activities have contributed significantly to agricultural development at home and abroad, and they also have led to the establishment of a viable international program component in this College.

There is a growing awareness that the international dimension must be interwoven with our domestic commitment if NCSU is to continue to discharge its Land Grant responsibilities to the people of the state. Past international efforts too often have been appended to ongoing domestic programs and internationalized in pursuit of Federal funding. However, advanced planning and integration of these efforts into our total College program are essential to the development and maintenance of constructive and productive linkages which foster student training, exchange of scientists and continuing consultative relationships between institutions and individuals. International as well as domestic commitments must be accepted as a challenge by both the department head and the faculty if they are to be successful and if their students are to be competitively successful in the global community of today and the future.

Rationale for Involvement

Title XII, the legislation which led to the emphasis on international activities, has emphasized the potential for international effort based on the Land Grant philosophy to help with famine prevention and freedom from hunger, and to work for a stable and adequate food supply in developing countries. Recognizing our responsibility for continued international involvement, it is imperative that policies, procedures and support be structured to foster the goals of the university and to appeal to the best talents at NCSU. As opportunities for international involvement arise, our institutional participation should be evaluated using the following criteria:

1. Does the program provide the opportunity to share our professional outputs of teaching,
research, education and institutional administrative experiences through the international effort?

2. Will the program enhance institutional strengths and productivity by complementing ongoing work and by expanding the teaching-research-extension base?

3. Will the program build increased professional capacities at NCSU to strengthen international literacy and improve the understanding and appreciation of other cultures, and augment our institutional capacity to respond to private and public involvement in international trade and commerce by N.C. firms and agencies?

Philosophy for Participation

The traditional funding and statutory missions for our teaching, research and extension programs are primarily domestic in nature, but the increasing involvement of our customers in global activities brings the need for an international prospective closely into focus. Our faculty with their knowledge and experience represent the primary resource for both domestic and international programs. Maintenance of the momentum and the productivity of ongoing program elements must be insured as international challenges are accepted. The following points are set forth to assist the orderly and effective administration of international programs.

1. Individual requests for involvement in an international activity should be initiated at least three months prior to the date of initiation of the activity.

2. The international activity should be compatible with the faculty member's professional competence; thereby, complementing existing programs by building on existing strengths and broadening the individual's experience and competence.

3. International projects supported by grants, contracts, or cooperative agreements must provide for full salary compensation of the faculty committed, for direct services and for the non-salary requirements essential to the success of the program.

4. Requests to use salary funds of tenured faculty released by grant, contract or cooperative agreements are to include a statement explaining how the released salary funds would be used to advance the existing statutory program responsibility of the faculty member(s) and the department. Salary funds released by supporting grants, contracts or cooperative agreements are to be utilized, with administrative approval, under conditions such that they could be reallocated to the salary of the faculty upon termination of the grant, contract or agreement. Normally salary release funds would
be used to fund graduate assistants, postdoctorals and other non-tenured positions in support of activities related directly to the responsibility of the faculty member from whom the salary is released.

5. Participation in short-term travel and professional assignments may be granted upon administrative approval of a written plan for professional improvement under existing procedures for support of international travel, off-campus study or leave without pay.

6. Assistance by faculty to groups interested in international travel programs would normally be expected to involve:

   a. Advising on appropriate objectives for the program.

   b. Advising on organizational or leadership requirements necessary for a successful study or travel program.

   c. Referral to appropriate travel authorities and agents to develop travel details.

Recruitment, Appointments, Reappointments, Promotion, Tenure and Salary-Adjustment Decisions

Faculty with international assignments shall be evaluated against the performance expectations set forth in the project outline(s), progress reports, and annual plans of work covering their assignment, not unlike all other evaluation processes. Consequently, evaluations for reappointments, promotion, tenure and salary adjustments shall be made on the basis of the degree to which the individual has excelled in carrying out his/her assigned responsibility. Publications resulting from international work shall be evaluated on the basis of their significance and contributions to the faculty member’s assigned responsibility. The senior faculty of each department shall be informed of the protocol for evaluating international faculty, and the necessary documentation shall be made available to them when they are requested to make such evaluation decisions. When departmental faculty are assigned to interdepartmental international projects, individuals outside of the appointive department who have supervisory or administrative responsibilities for the project should submit a written evaluation to the department head for consideration in the departmental review. When an assignment is carried out to a major degree at another institution (for example, a collaborating
overseas institution), the appropriate administrative officer of that institution may also be requested to submit an evaluation.

The compensation of faculty with international assignments is to be determined so as to recognize comparable excellence among faculty with domestic and/or international responsibilities for their academic rank. There shall be no liability assigned to a faculty member who chooses to participate in international work as long as the quality of that work is consistent with that of colleagues who are not involved in such work and who are evaluated similarly.

1. For long-term assignments abroad, which involve substantial dislocation costs arising from moving and re-establishing a family, inflationary conditions, uncertain tax policies, the nature and responsibilities of the assignment and other contingencies, appropriate salary adjustments on an individual basis will be recommended.

2. For long-term and short-term assignments exceeding one month abroad, salary adjustments of up to ten percent may be recommended. Added personal costs involved in the assignment would be reimbursed on a cost basis.