



**University of Pikeville  
Kentucky College of Osteopathic Medicine  
Office of the Dean**

## Faculty Responsibilities

**Policy Contact:** Dean, Kentucky College of Osteopathic Medicine  
**Policy Category:** Administration  
**Policy Number:** 7.8 (b)  
**Review:** Annually

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### **Purpose**

University of Pikeville – Kentucky College of Osteopathic Medicine (KYCOM) has policies and procedures in place for faculty appointment, renewal of appointment, promotion, and remediation. The policies and procedures provide faculty members with written information about their term of appointment, responsibilities, lines of communication, privileges and benefits, performance evaluation and remediation, terms of dismissal and due process.

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### **Faculty Responsibilities**

Faculty are responsible for teaching curriculum, conducting scholarly work, serving the community and their respective professions. These responsibilities include such matters as proficiency in one's academic discipline, ability to teach, preparation for class work, and commitment to the mission of the University. Additionally, KYCOM faculty are expected to be responsible for the following:

- A. Attendance at College Functions  
Full-time faculty members are required to attend commencement and are encouraged to attend all University-sponsored functions.
- B. Outside Professional Service/Work  
Full-time faculty members are to hold the mission of KYCOM as their primary professional responsibility. All outside activities of a professional nature must be compatible with this mission and must not interfere with the responsibilities assigned to the faculty member.
- C. Outside Professional Activities  
Full-time faculty members of KYCOM are encouraged to participate in their area of expertise and professional community.
- D. Outside Employment  
Full-time faculty members of KYCOM are allowed compensation for outside activities that do not interfere with the responsibilities to the University. While compensated outside activities may be valuable for both faculty and KYCOM, the primary activity of a faculty member is to fulfill their responsibilities to the college.

*General Disclaimer:*

*The information available is not to be treated as a contract, but rather a unilateral statement of policy. The university reserves the right to revoke, modify or suspend any of its policies and procedures at any time without notice.*



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**E. Community Service**

Faculty members are professionals with unique capabilities which enable them to contribute to the community. Therefore, they are encouraged and have the responsibility to participate in community activities and to make these contributions to the community.

**F. Political Activity**

Faculty members are encouraged to participate in political activities of the community of which they are members, as long as these activities do not interfere with the faculty member's responsibilities to the university.

**G. Student Evaluation and Advisement**

**a. Grading**

- i. Student performance in a course is based on performance on written examinations, written or oral reports and discussions, participation in laboratory exercises, or other means deemed appropriate by course instructors.
- ii. Grades are reported either as percentages, with 70% overall considered minimal for passing, or as PASS/FAIL.

**b. Responsibilities and Relationships**

- i. Objectives of academic advisement are to provide individual assistance for each student; help each student advance academically; and promote better study habits and more constructive attitudes and approaches to study.
- ii. Each entering student is assigned a faculty advisor. Advisors should be available for their advisees and assist them throughout their medical studies.

**Related References**

[UPIKE Employee Handbook](#)

  
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**Dean**

November 23, 2021

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**Last Approved Date**

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