

## **Burrell College of Osteopathic Medicine Faculty Handbook Institutional Service**

The College encourages faculty to provide service to the campus community and their profession. Most faculty receive protected time for these activities that is designated in their contract. Opportunities for institutional service include participation in the various committees of the college, interviewing prospective students, peer evaluation in hiring new faculty, and becoming a student advisor. Off-campus activities in Las Cruces and the neighboring communities also bring reputational value to the College. Professional service to national organizations that provide resources to the College and its students is also encouraged.

### **Student Applicant Interviews**

The College has continuing need for faculty to participate in the candidate interview process. Admissions procedures are directed by the Office of Enrollment Services. The interview and selection process are governed by the policies of the college and must adhere to state and federal statutes. Faculty who wish to engage in the admissions process may contact the Director of Admissions for more information.

Faculty are asked to consult with their department chairs to identify service opportunities and obtain approval for activities that they will consider as meeting employment obligations.