

**Tenure and Promotion Guidelines**

**Department of Criminology**

**College of Behavioral and Community Sciences**

**Effective Date July 14, 2016**

**See Approval History at End of Document**

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## **I. Philosophy and Principles of the Department of Criminology**

In developing appropriate criteria for tenure and promotion decisions the Department has considered the goals it desires to attain in building our department as well as the college and university guidelines, policies, and strategic priorities. These goals are as follows:

1. To create a community of scholars whose members are, and are recognized to be, among the leaders in their chosen areas of research. We expect our colleagues to make significant, excellent scholarly contributions that transform and shape the areas of scholarship in which they work.
2. Building a department with a reputation for excellent and stimulating teaching at both the graduate and undergraduate levels.
3. Creating a stimulating environment for faculty, staff, and students necessary for professional growth.
4. Serving professional, university, and community needs that criminologists are uniquely qualified to meet.

Keeping these goals in mind, the sections that follow examine the department's criteria for (II) Tenure and Promotion to Associate Professor; (III) Promotion from Associate to Full Professor; and (IV) The Tenure and Promotion Checklist.

## **II. Criteria for Tenure and Promotion to Associate Professor\***

The granting of tenure is not solely a reward for past achievement; it is also a prediction of future performance. Tenure will be recommended by the department if, and only if, in the judgment of the department, the candidate will continue to be one of the leading scholars in Criminology, a first-rate teacher, and a good citizen of the department, college, and university.

Each individual tenure decision is made independently from prior tenure decisions, and should not be impacted by the outcome of prior tenure cases. Candidates are evaluated entirely on the merits of their own professional achievements, and tenu



emerging technologies and media; (3) the degree to which students are attracted to work with the candidate; (4) thesis (both graduate and undergraduate) and dissertation direction and committee activity; (5) contributions to the educational programs of the department (e.g., new or revised courses or course materials); (6) efforts to improve teaching; (7) supervision of graduate and teaching assistants; (8) teaching-related publications; (9) teaching workshops given; and (10) instructional grants awarded. We are also concerned with the extent to which the applicant has demonstrated a sustained commitment to teaching and fulfills teaching obligations cooperatively and collegially.

Indices of teaching impact may also include: directed students accepted into graduate programs; students gaining employment in the field; students winning awards and honors; student publications; and other successes of current or former students. Various measures of student learning and life change is acceptable (e.g., demonstrable student learning outcomes, acceptance into graduate programs, employment, publications with students, etc.).

## **II. A. 3. Service**

Service includes positive contributions to the department and programs within it, to the college, to the university and the campus, to the profession, and to the community. We expect routine participation in service to the profession and to the department.

The following will be assessed in evaluating service: (1) participation in department, college, and university committees; (2) editorships of various sorts; (3) reviewing for publications and granting agencies; (4) holding offices in professional organizations; (5), external review of tenure and promotion applications for other institutions; and (6) activities related to criminology in the community such as consulting with community agencies, media interviews, and public lectures relevant to the discipline. Evidence of service impact must address involvement in important policy decisions, administrative responsibility, and particularly effective outcomes.

### **III. Criteria for Promotion from Associate to Full Professor\***

To be promoted from Associate Professor to Full Professor in this department, it is expected that a faculty member is already a leading scholar in their area(s) of specialization at the national or international level, that he or she has established a record of excellence in both teaching and scholarly research, and that he or she has a record of substantial contributions in service to the profession, university, and community, where appropriate. The indicators of excellence used to assess the viability of tenure applications are used for promotion to Full Professor, but with higher levels of expectations.

\* The Department has developed a separate document for tenure and promotion to Associate Professor and for promotion in rank from Associate Professor to Full Professor. This document, attached, details the measurement and assessment of the various criteria necessary in the areas of scholarship, teaching, and service.

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#### **IV. Tenure & Promotion Criteria Checklist**

Based on the criteria noted above and in related documents cited above, this section presents an outline of evidence required and preferred for Tenure and Promotion to Associate Professor and Promotion to Full Professor.

I. Research

Required Evidence:

- 1.
- 2.
- 3.
- 4.
- 5.

1. Articles/equivalent.



20. Book Reviews published.

21. Encyclopedia Entries.

II. Teaching

Required

- 27.
- 28.
- 29.
- 30.
  
- 31.
- 32.
- 33.
- 34.
- 35.

B. Preferred/Additional Evidence that may be submitted and considered:

- 36.
- 37.
- 38.
- 39.
- 40.
- 41.



37. Course Preparation.
  
38. Directing Honors Thesis.
  
39. Teaching Awards/Honors.
  
40. Completed MA Students.
  
  
41. Completed Ph.D. students.
  
  
42. Grade Distributions.
  
  
43. Publications on teaching.
  
  
44. Service Learning.
  
  
45. Textbooks.
  
  
46. Participation in Teaching Enhancement Programs/Courses/Workshops.
  
  
47. Developed New Course.
  
48. Appointment to Teaching Committees at University, State, or National Levels.
  
  
49. Supervision Instructional GAs.



III. Service

A. Required

Associate/Tenure

Full

- 54.
- 55.
- 56.
- 57.
- 58.

Preferred/Additional Evidence that may be submitted and considered:

- 59.
- 60.
- 61.
- 62.
- 63.
- 64.
- 65.
- 66.
- 67.
- 68.
- 69.
- 70.
- 71.
- 72.
- 73.

Indicator Explanation

54. Department Committee Membership.



