



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Table of Contents

1. Tenure (Narrative)
2. Tenure (Bulleted Criteria)
3. Promotion in Rank (Narrative)
4. Promotion to Associate Professor (Bulleted Criteria)
5. Promotion to Professor (Bulleted Criteria)

School of Criminal Justice

The award of tenure within the School of Criminal Justice is a distinction earned through demonstration of core professional competencies on behalf of the applicant. The professional competencies center principally upon: 1) Professional training and experience; 2) Teaching; 3) Research; 4) Service, and; 5) Effectiveness in interpersonal relationships.

The award of academic tenure is a privilege. Tenure is awarded after a thorough review that culminates in the University acknowledging the faculty member's professional excellence and the likelihood that excellence will contribute substantially over a considerable period of time to the mission and anticipated needs of the University. Professional excellence is reflected in the faculty member's teaching, research, and service, including the faculty member's ability to interact appropriately with colleagues and students. A faculty member might meet the criteria for a given promotion in rank, and achieve promotion, but fail to merit the privilege of tenure. Promotion in academic rank does not necessarily imply that one merits academic tenure.

Professional Training and Experience:

The school, as presently constituted, consists of two distinct orientations – the traditional “criminal justice” and the scientific “forensic” applications. Both orientations are derived from a variety of other academic disciplines. As such, there exist a number of degrees that are appropriate and relevant prerequisites for the award of tenure within the school. These include criminal justice, criminology, administration of justice, public administration, public policy, sociology, political science, biology, microbiology

**Criteria for Tenure
School of Criminal Justice**

Preface:

The award of tenure within the School of Criminal Justice is a distinction earned through demonstration of core professional competencies on behalf of the applicant. The professional competencies center principally upon: 1) Professional training and experience; 2) Teaching; 3) Research; 4) Service; and; 5) Effectiveness in interpersonal

The award of academic tenure is a privilege. Tenure is awarded after a thorough review that

**Criteria for Tenure
School of Criminal Justice**

curriculum innovation (as determined by school needs), participation in graduate level instruction (as determined by school needs), teaching load as approved by school director and participation in teaching seminars.

Research:

Publications:

- Sustained record of refereed journal publications of national and international scope within the discipline (subject matter must be within the discipline; avg. of 1 per year during time at USM; minimum of 5 by time of application)
- At this level, books cannot be used to reduce or replace the number of peer-reviewed, refereed journal articles as stipulated above.

Presentations:

- Sustained record of presentations at regional and national professional conferences (avg. of 1 per year during time at USM; minimum of 7 by time of application)

Grants:

- Apply for grants (either internal or external) with an eye toward establishing a focused research agenda. For tenure, candidates must apply for at least one (1) or

Service:

Service to Students:

- Sustained record of academic advisement of undergraduate or graduate students as determined by school needs

**Criteria for Tenure
School of Criminal Justice**

- Participation in planning, organization or execution of professional conferences within the discipline by chairing panels, organizing roundtables, serving on regional / national committees, etc.

Service to the Community:

- Community outreach (non-compensated) within area of academic expertise

Effectiveness in Interpersonal Relationships

Promotion Narrative
School of Criminal Justice

Promotion to the rank of Associate Professor and Professor, respectively, within Criminal Justice is a distinction earned through demonstration of core professional competencies on behalf of the applicants. The successful candidates will be...

Promotion Narrative
School of Criminal Justice

Associate Professor, of which an average of 1 or more per year must be published during time at USM. A book is optional but cannot be used to replace or reduce refereed journal publications. For promotion to the rank of Associate Professor, the candidate must have published at least 10 refereed journal articles, of which an average of 1 or more per year must be published during time at USM. A book is optional but cannot be used to replace or reduce refereed journal publications. For promotion to the rank of Professor, the candidate must have published at least 20 refereed journal articles, of which an average of 1 or more per year must be published during time at USM. A book is optional but cannot be used to replace or reduce refereed journal publications.

Promotion Narrative
School of Criminal Justice

promotion to Associate Professor). For promotion to the rank of Professor, faculty members must also demonstrate a record of service as the chair of thesis / dissertation

total of five (5) committees).

For both ranks, service to the school is assessed by the faculty member's active involvement in recruitment activities (either within or outside of the university) that aid in increasing the number of students on campus, and the number of students who are

**Promotion Narrative
School of Criminal Justice**

to the performance of her/his job in an ethical manner that contributes to a spirit of cooperativeness in working with others (faculty, staff and students) within the school.

External Evaluators for Promotion to Full Professor:

Each application for promotion to full professor must be accompanied by three letters from external evaluators. The school director or other unit leader will solicit the letters from evaluators. In the event that it is the director or unit leader who is applying for full

**Criteria for Promotion to the Rank of Associate Professor
School of Criminal Justice**

Professional Training and Experience:

[Redacted content]

**Criteria for Promotion to the Rank of Associate Professor
School of Criminal Justice**

Grants:

- Apply for grants (either internal or external) with an eye toward establishing a focused research agenda. For promotion to the rank of Associate Professor,

**Criteria for Promotion to the Rank of Professor
School of Criminal Justice**

Professional Training and Experience:

- An earned doctorate (Ph.D.) in criminal justice, criminology, administration of justice, public administration, public policy, sociology, political science, biology, microbiology, chemistry, biochemistry, forensic science or other closely related discipline with an application to criminal justice. Other closely related disciplines

**Criteria for Promotion to the Rank of Professor
School of Criminal Justice**

- Student evaluations shall be calculated using a scale of 1 – 5. Student evaluations will be calculated as the average of the following selected items from the university student evaluation: “the overall rating of the instructor” “the instructor

communicates the importance of the subject matter,” “the instructor sets high academic standards,” and “estimate of how much you learned in the course.”

- The director’s evaluation shall be calculated on a scale of 0-.5. The director’s evaluation of teaching will be determined from an assessment of annual (yearly)

**Criteria for Promotion to the Rank of Professor
School of Criminal Justice**

Service to the School:

- Sustained record of recruitment activities (internal and external)
- Sustained record of service on school committees
- Consistent attendance at school meetings
- Demonstrable record of leadership within the school
- Demonstrable record of positively mentoring junior faculty within the school
- Sustained involvement in and support of graduate programs (as determined by

