

Department of Criminology and Criminal Justice
Tenure and Promotion Criteria

1. The Department of Criminology and Criminal Justice will evaluate each candidate for tenure and promotion based on their record of performance and achievements in the areas of scholarship, teaching and service to the university or through community outreach. Recommendations for promotion and tenure will be based on the procedures and criteria in the Faculty Manual of the University of South Carolina (Columbia) together with the UCTP guidelines. The general factors to be considered in the evaluation are as follows.

1.1. Scholarship

Scholarly activity involves the formulation and dissemination of new knowledge. For scholarship, the factors are quality, quantity and consistency in scholarly activity. Quality is established by considering the impact of the research/scholarship. Quantity is established by considering overall scholarly productivity. Consistency is established by considering the continuous and sustained level of productivity. A partial listing of items that demonstrate scholarly accomplishments is provided in Section 2.

1.2. Teaching

Teaching involves the dissemination of knowledge and includes activities such as curriculum development, classroom instruction and graduate student mentoring. For teaching, the factor is effectiveness. Effectiveness is established through demonstration of (a) contributions to the curriculum, (b) professional manner of student classroom instruction, and (c) support for educational/research programs within the department through activities such as (c-1) mentoring and advising of undergraduate and graduate students and (c-2) participation in thesis and/or dissertation committees. A partial listing of items that demonstrate effective teaching is provided in Section 3.

1.3. Service and Outreach

Service and outreach involves an individual in a potentially broad range of support activities. For service and outreach, the factor to be considered is a demonstrated record of consistent engagement in service activities, either to units within the university community, to the profession or the community at large. A partial listing of items that demonstrate effective service and outreach is provided in Section 4.

2. Scholarship

Scholarly activity will be judged in terms of the quality, quantity and consistency of scholarly contributions, principally in the form of publications. The candidate may place any materials in the file that he or she believes will provide evidence relating to scholarship. The following list (which is not exhaustive) provides examples of evidence of scholarly activity. It is not necessary that the file contain all of the items listed.

- Refereed journal articles and law review articles
- Authored and co-authored books
- Authored and co-authored book chapters
- Edited books

- Monographs
- Research grants, particularly those from agencies that perform peer-review of proposals
- Presentations at professional and scholarly meetings
- Book Reviews
- Non-refereed publications and abstracts
- Citations of published work by other scholars
- Scholarship and Research awards received
- Nominations for prestigious awards
- Editorship of professional/scientific journal(s)
- Board membership on professional/scientific journal(s)
- Reviewer for professional/scientific journal(s)
- Grant reviewer for professional/scientific journal(s)

2.1. Scholarly Activity for Promotion to Associate Professor and Tenure

The criteria for promotion to Associate Professor at the University of South Carolina and for Tenure at the University of South Carolina are the same.

Evidence must show that the candidate has been successful in consistently publishing results of research and scholarly activity (see list given above). For articles, the quality of the research and scholarly activity is demonstrated by publication in established peer-reviewed journals or law review outlets that are generally recognized by the academic community for the quality of their publications. These journals include those published by national and international research associations, as well as those journals that have established a reputation as “top-tier” publications in criminology, criminal justice or a sub-discipline of the field. Recognizing that criminology and criminal justice is an interdisciplinary field, publication in quality journals in other disciplines (e.g., psychology or sociology or law) or in sub-disciplines (e.g., policing or violence) is equally valued in meeting the criteria for scholarship.

The successful candidate will provide sufficient documentation of achievements to demonstrate their promise for becoming a scholar with a national and/or international reputation for their contributions.

2.2. Scholarly Activity for Promotion to Professor

Evidence must show that the candidate has consistently published results of research/scholarly activity (see list given above). For articles, the quality of the research and scholarly activity is demonstrated by publication in established peer-reviewed journals or law review outlets that are generally recognized by the academic community for the quality of their publications. These journals include those published by national and international research associations, as well as those journals that have established a reputation as “top-tier” publications in criminology, criminal justice or a sub-discipline of the field. Recognizing that criminology and criminal justice is an interdisciplinary field, publication in quality journals in other disciplines (e.g., psychology or sociology or law) or in sub-disciplines (e.g., policing or violence) is equally valued in meeting the criteria for scholarship.

The successful candidate will provide sufficient documentation of achievements to demonstrate that they have attained a national and/or international reputation for their

contributions. Such achievement can be demonstrated by peer recognition of the candidate's scholarly status and the impact of the candidate's contributions in the field of criminal justice and criminology.

3. Teaching

Teaching will be judged in terms of the effectiveness of the documented educational activities, as established through demonstration of (a) contributions to the curriculum, (b) professional manner of student classroom instruction and (c) support for educational/research programs.

The candidate may place any materials in the file that they believe will provide evidence relating to the effectiveness of their teaching activities. The following list (which is not exhaustive) provides examples of evidence of effectiveness in teaching. A variety of different types of evidence should be provided to demonstrate effective teaching; it is not necessary for the file contain all of the items listed.

- Statistical summaries from student evaluations
 - Written comments from the evaluations
 - Quantitative and qualitative summary of student evaluations for classroom instruction that includes an analysis of the candidate's standing relative to departmental peers
- Peer evaluations conducted by senior faculty
 - Written comments from these reviews including such items as use of class time, content, organization of material
- Course syllabi content
- Examination content
- Teaching awards and nominations for teaching awards
- Mentorship and advisement for undergraduate research
- Mentorship and advisement for graduate research
- Membership on departmental thesis and dissertation committees
- Membership on thesis and dissertation committees outside the department
- Supervision and mentorship of postdoctoral research programs
- Curriculum development
- Development of new courses
- Flexibility in adapting courses to departmental needs
- Development and implementation of innovative teaching methods
- Collaborative research with students leading to publication(s)
- Supervision of student research leading to conference presentations
- Sponsorship of students who receive awards for research accomplishments
- Participation in teaching seminars and workshops

3.1. Teaching Activity for Promotion to Associate Professor and Tenure

The criteria for promotion to Associate Professor at the University of South Carolina and for Tenure at the University of South Carolina are the same.

Evidence must show that the candidate has been effective in their teaching activities. The successful candidate will provide documentation to show (a) their contributions to the curriculum, (b) the professional manner of student classroom

instruction and (c) their contributions in support for educational/research programs within the department through activities such as (c-1) mentoring and advising of undergraduate and graduate student and (c-2) participation in thesis and/or dissertation committees.

Peer reviews of teaching and student evaluations of classroom instruction are required for all tenure and promotion cases. Peer evaluations performed by the senior faculty, along with follow-up information as to how the evaluation was used by the candidate to improve instruction (as needed), shall be included in the documentation. Documentation of student evaluations may be provided in the form of a summary of the results for classes taught. It is normally expected that a candidate's annual rating for classroom instruction will be comparable with the departmental average.

3.2. Teaching Activity for Promotion to Professor

The successful candidate will provide evidence demonstrating an ongoing commitment to the educational programs in the department, while maintaining effective teaching performance.

The successful candidate will provide documentation to show that they are participating in activities that enhance the departmental education activities. The information provided should include (a) their contributions to advancing the curriculum, (b) leadership in development of appropriate new courses and (c) their contributions through mentoring and advising of graduate students.

4. Service and Outreach

Service and outreach will be judged in terms of a demonstrated consistent record of engagement in service activities, either to units within the university community, to the profession or the community at large.

The candidate may place any materials in the file that they believe will provide evidence relating to their service and outreach activities. The following list (which is not exhaustive) provides examples of evidence of consistent engagement in service/outreach activities. A variety of different types of evidence should be provided to demonstrate consistent engagement; it is not necessary that the file contain all of the items listed.

- University, college or departmental committee service
- Member of Faculty Senate or other Faculty Governance Organization
- University or departmental lectures, seminars or presentations
- Reviewer of scholarly articles for journal(s) or other publications
- External reviewer for T&P files
- Grant proposal reviewer
- Academic unit reviewer
- Editor for scholarly journals
- Professional association committee membership
- Consulting to government or NGO organizations in area(s) of expertise
- Community board member
- Elected officer of a community organization
- Volunteer activities in community
- Similar evidence of outreach to community or service to university or profession

3.1. Service/Outreach Activity for Promotion to Associate Professor and Tenure

The criteria for promotion to Associate Professor at the University of South Carolina and for Tenure at the University of South Carolina are the same.

Evidence will be provided that shows the candidate has been consistently engaged in outreach to the community and/or service to the criminal justice profession, the academy of criminology and criminal justice scholars, the department or the university.

3.2. Service/Outreach Activity for Promotion to Professor

The successful candidate will provide evidence demonstrating ongoing and continuing engagement in outreach to the community and/or service to the criminal justice profession, the academy of criminology and criminal justice scholars, the department or the university.