Criminal Justice Department
Evidence to Provide Tenure/Promotion

-Faculty members of the criminal justice department will meet once annually with the department chair to discuss their progress toward promotion and tenure.

-Faculty members who have not gone through the promotion and tenure process at PSU are required to attend at least one campus-wide meeting on promotion and tenure requirements of the university, as sponsored by the provost.

-Faculty members applying for promotion and tenure will be expected to provide evidence of skills related to teaching, scholarship and service. The following are examples of evidence which may be considered in each of the three areas when applying for promotion and tenure:

Teaching:
Course evaluations  
Annual evaluation letters from department chair  
Course observations/classroom visits (by VP, chair, colleagues, etc.)  
Syllabi  
Samples of assignments, tests, etc.  
Samples of student work/exemplary student performance  
Correspondence with students  
Evidence of actively advising students within the department  
Participation in professional development activities related to teaching (conferences, workshops, etc.)  
Blackboard courses  
Any other materials which demonstrate teaching abilities

Scholarship:
Published academic books  
Published academic textbooks  
Published academic books edited by the candidate  
Published peer-reviewed academic journal articles  
Published peer-reviewed academic book chapters  
Published peer-reviewed encyclopedia articles  
Published reviews in refereed journals  
Academic conference presentations (local, national or international)  
Presentation of research findings at campus events or workshops  
Copies of submitted grant proposals (both accepted and/or rejected)  
Scholarship related awards  
Copies of scholarly works in progress (but not yet published)  
Letters indicating submission of articles to journals (even if rejected)  
Any other materials which demonstrate an active scholarship agenda
Service:
Organizing, attending and/or actively participating in departmental activities and events
Attending/participating in faculty meetings
Evidence of involvement in departmental planning/curriculum development
Evidence of contribution to committees, councils, and/or task forces
Serving as administrator/coordinator of academic programs
Serving as an advisor to student organizations or groups
Participating in convocation and commencement
Participating in new-student orientation, open houses, first-class sessions, etc.
Consulting activities in area of expertise
Outreach efforts that enhance university image in the community
Any other materials which demonstrate service to the department, university or community