



COLLEGE OF CRIMINAL JUSTICE
 DEPARTMENT OF FORENSIC SCIENCE
FES 1: Chair’s Rating of Teaching Effectiveness

NAME - YEAR

A Maximum score for this category is 5.0. It is the faculty members’ responsibility to provide evidence for each rating. Evidence of exemplary effort or performance may be used to increase Chair’s rating by 0.5.

Score	Criteria	Insert the pertinent data to support the score in the appropriate section (s)
1.0	<ul style="list-style-type: none"> ● Planning: Inadequate syllabus, lack of preparation, and ● Professionalism: Irregular class attendance, does not attend commencement (if teaching) 	
2.0	<ul style="list-style-type: none"> ● Student Achievement: Below middle range on IDEA teaching evaluations, or failure to improve instructional materials in response to student feedback or other directives, or ● Planning: Failure to complete any of the following in a timely manner: textbooks/course materials, university-compliant course syllabi that contain appropriate learning objectives, vita and other documents required to meet institutional or accreditation needs, institutionally required training, attendance initiatives, grade entry; or irregular or sporadic office hours or availability for student conferences/mentoring, or ● Professionalism: Irregular class attendance, or sporadic attendance at commencement (if teaching), departmental events, activities, committee meetings, invited speakers, student activities, orientations, faculty meetings, etc. 	
2.5	<ul style="list-style-type: none"> ● Student Achievement: Middle range on IDEA teaching evaluations. Fair grading system clearly defined in syllabus, appropriate assignments and evaluation, timely student feedback, sensitivity to special needs of individual students, and ● Planning: Completion of all of the following in a timely manner: textbooks/course materials, university-compliant course syllabi that contain appropriate learning objectives, vita and other documents required to meet institutional or accreditation needs, institutionally-required training, attendance initiatives, grade entry, faculty credentials, and ● Professionalism: Punctual and regular in meeting classes, availability for student conferences/mentoring, high ethical standards of honesty and objectivity, professional demeanor and conduct in classroom and during office hours; and regular attendance at commencement (if teaching), 	

	<p>departmental events, activities, committee meetings, invited speakers, student activities, orientations, faculty meetings, etc., and</p> <ul style="list-style-type: none"> • Presentation: Clear and organized course content, use of appropriate instructional strategies and technologies, well-planned and well-defined assignments, development of instructional materials appropriate to course, and • Continuous Improvement: Instructional materials updated in response to student feedback, regulatory or industry changes, or other directives 	
3.0	<p>In addition to evidence satisfying criteria for 2.5 rating:</p> <ul style="list-style-type: none"> • Student Achievement: Meaningful participation on completed thesis/dissertation/portfolio committees¹, leading independent study courses, or honors contracts in addition to regular course load, or • Professionalism: Completion of teaching development workshop or conferences, or • Continuous Improvement: Evidence of substantive changes to instructional materials or course content in response to student feedback, regulatory or industry changes, or other directives (provide details) 	
3.5	<p>In addition to evidence satisfying criteria for 3.0 rating:</p> <ul style="list-style-type: none"> • Student Achievement: Meaningful participation on two or more completed thesis/dissertation/portfolio committees², leading independent study courses, or honors contracts in addition to regular course load, or • Professionalism: Meaningful participation in teaching development workshop or conferences, or • Continuous Improvement: Successful restructuring and updating of course materials 	
4.0	<p>In addition to evidence satisfying criteria for 3.0 rating:</p> <ul style="list-style-type: none"> • Student achievement: Chairing dissertation/thesis/portfolio committee to completion¹ or average long-semester IDEA score of 4.3 or greater or • Professionalism: Extensive meaningful participation in two or more teaching development workshops or conferences, or extensive meaningful involvement as a faculty mentor in teaching, or • Continuous Improvement: Successful delivery of a major new course 	
4.5	<p>In addition to evidence satisfying criteria for 3.0 rating:</p> <ul style="list-style-type: none"> • Student Achievement: Chairing two or more dissertation/thesis/portfolio committees to completion¹ or meaningful involvement in six or more 	

¹ Include student name, committee type (thesis/dissertation/portfolio), date of completion (month/year).

² Include student name, committee type (thesis/dissertation/portfolio), date of completion (month/year).

	<p>dissertation/thesis/portfolio committees, or average long-semester IDEA score of 4.4 or greater or</p> <ul style="list-style-type: none"> • Professionalism: Recipient of College-wide teaching award, or sustained involvement in teaching development workshop or conferences, or • Continuous Improvement: Successful delivery of a major new course with above average evaluations 	
5.0	<p>In addition to evidence satisfying criteria for 3.0 rating:</p> <ul style="list-style-type: none"> • Student Achievement: Average long-semester IDEA score of 4.5 or greater; or chairing three or more dissertation/thesis/portfolio committees to completion¹; • Professionalism: Recipient of recognized University, State, National, or International teaching award 	

FES 3: Scholarly and Creative Activities

Score	Criteria	Insert the pertinent data to support the score in the appropriate section (s)
1.0	<ul style="list-style-type: none"> • No documented activity 	
2.0	<ul style="list-style-type: none"> • Demonstration of research/scholarly work submitted for review in refereed journals but not published, or • Presentation of non-peer-reviewed work at a regional conference • Meaningful involvement as a faculty mentor in research 	
2.5	<ul style="list-style-type: none"> • Presentation of peer-reviewed work at a regional conference, or • Presentation of non-peer-reviewed work at a national conference, or • Submission of grants or contracts for external funding, or • Receipt or administration of internally-funded grant(s) as the PI or Co-PI³, or • Publication of one article in a refereed journal as a non-primary author⁹, or 	
3.0	<ul style="list-style-type: none"> • Publication of one or more original work(s) as chapters in a peer-reviewed book(s)⁴, or • Published revision of a textbook⁵, or • Publication of one article⁶ in a refereed journal as a primary author, or • Receipt or administration of externally-funded grant(s) as the PI or Co-PI⁷ 	
3.5	<ul style="list-style-type: none"> • Publication of two peer-reviewed articles in academic journals regardless of authorship 	
4.0	<ul style="list-style-type: none"> • Publication of two or more peer-reviewed articles with at least one as a primary author in academic journals including one high impact⁸ publication, or • Receipt or administration of externally-funded grant(s) as the PI or Co-PI from a federal (or other prestigious) granting agency such as NIH, NSF, DOD etc. 	

³ Include PI name(s), award title, number, funding agency, award amount, award end date.

⁴ Include chapter title, book title, publisher, year.

⁵ Include book title, publisher, year.

⁶ Include full citation as published: author(s), title, journal, issue, pages, year (or doi).

⁷ Include PI name(s), award title, number, funding agency, award amount, award end date.

⁸ Impact factors and appropriate justifications (as needed) shall be provided by the faculty member. Note: Scientific Journal Rankings (<http://www.scimagojr.com/journalrank.php>) (i.e., top quartile) rather than raw impact factors can be used to compare overall journal impact across disciplines.

⁹ Primary author may be considered as either first or last (senior) author.

4.5	<ul style="list-style-type: none"> • Original publication of a textbook, or • Publication of two or more peer-reviewed articles as a primary author in high impact journals, or • Receipt or administration of one or more externally-funded grant(s) as the PI or Co-PI from a federal (or other prestigious) granting agency such as NIH, NSF, DOD etc. 	
5.0	<ul style="list-style-type: none"> • Publication of two or more peer-reviewed articles as a primary author in high impact journals, and receipt or administration of one or more externally-funded grant(s) as the PI or Co-PI from a federal (or other prestigious) granting agency such as NIH, NSF, DOD, or • Other exemplary scholarly achievements (e.g., patent, honor or recognition from a university or national scholarly association for research/scholarly contributions). 	

FES 4: Service⁹

Score		Insert the pertinent level (I-III) for College, Profession, University, Community to support the score
1.0	No apparent activity	
2.0	Level I activities in College OR Profession service areas, no other activity	
2.5	Level I activities in College and Profession service areas, no other activity	
3.0	Level I activities in three of four service areas	
3.5	In addition to criteria for 3.0: Level II or higher in one area OR Level I in University or Community service areas	
4.0	In addition to criteria for 3.0: Level II activity in two of the four service areas	
4.5	In addition to criteria for 3.0: Level II activity in two of the four service areas with one Level I activity in a third service area OR Level II activity in two of the four service areas with Level III activity in one of those areas	
5.0	In addition to criteria for 4.0: At least two Level III activities OR At least one Level I activity in three of the four service areas, with Level III activity in at least one of those areas OR At least one Level I activity in all four service areas, with Level II or higher activity in one of those areas	

¹⁰ In general, non-remunerated service activities will be weighted more heavily.

	<p>OR</p> <p>Receipt of a service award or other recognition for outstanding professional/agency based service</p>	
--	--	--

<u>College</u>	Insert the pertinent data to support the score in the appropriate section (s)
<p>Level I</p> <ul style="list-style-type: none"> • Participating and contributing member of college committee or working group (<i>**if committee involves substantial and demonstrated time commitment or is of substantial import, increase rating by .5)</i> 	
<p>Level II</p> <ul style="list-style-type: none"> • Chair of one college committee, or • Participating and contributing member of two college committees or working groups (<i>**if committee involves substantial and demonstrated time commitment or is of substantial import, increase rating by .5)</i> • Recruitment presentations on and/or off campus; • Sustained sponsorship/support of graduate and undergraduate student activities (e.g., writing letters of recommendation, assisting in employment placement, LAE, CJ Honor Society) 	
<p>Level III</p> <ul style="list-style-type: none"> • Member of multiple (3 or more) college committees or working groups OR chair of one committee that involves a substantial and demonstrated time commitment (<i>**if committee involves substantial and demonstrated time commitment or is of substantial import, increase rating by .5)</i> • Sustained involvement with visitors to College, media interviews, etc.; 	
<u>Profession</u>	
<p>Level I</p> <ul style="list-style-type: none"> • Reviewer of two manuscripts for professional academic journal(s) or publisher(s) • Chair/discussant for panels at state/national/international professional conferences • <i>Moderation of scientific sessions at national/international professional conferences</i> • <i>External reviewer for honors or masters thesis</i> 	

<p>Level II</p> <ul style="list-style-type: none"> • Reviewer of three or more manuscripts for professional academic journal(s) or publisher(s) • Member, editorial board of a scholarly journal. • Member external review board for criminal justice/forensic science-related agency; • Member of national, regional (multi-state), or state level criminal justice/forensic science/education-related task force or commission; • Editor of criminal justice/forensic science/education related peer-reviewed scholarly journal; • Elected officer (other than President, Vice President, Secretary, or Treasurer) of a <i>regional or multi-state</i> criminal justice/social science/education related professional association or appointed to a major national organization sub-committee. • Program Chair of <i>regional (multi-state) or state-level</i> scholarly professional association meeting; • Elected President, Vice-President, Secretary, or Treasurer (or similar positions) of a <i>regional</i> professional agency based association; • Appointed to a major national organization sub-committee • Reviewer of external technical assistance/agency based grant/contract application for state, national or international granting agencies/organizations; • Reviewer of external research /contract grant application for state, national or international granting agencies/organizations; • External reviewer of forensic science educational program; • External reviewer of candidates for tenure/promotion; • <i>External reviewer for doctoral dissertation</i> 	
<p>Level III</p> <ul style="list-style-type: none"> • Elected President, Vice President, Secretary, or Treasurer (or similar positions) of a major <i>national or international</i> criminal justice/forensic science/education-related professional association; • Elected President, Vice President, Secretary, or Treasurer of a <i>regional or multi-state</i> criminal/forensic science/education-related scholarly professional association • Chair of a major criminal justice/forensic science/education-related task force or commission at the international, national, regional, or state level; 	

<ul style="list-style-type: none"> • Program Chair of a <i>national</i> criminal justice/forensic science/educational annual meeting; • Editor of criminal justice/forensic science/education-related peer-reviewed journal • Elected officer of a national or international criminal justice/forensic science/education-related professional association or Chair of national or international association sub-committee 	
<u>University</u>	
<p>Level I</p> <ul style="list-style-type: none"> • Participating and contributing member of university level committee or working group 	
<p>Level II</p> <ul style="list-style-type: none"> • Chair of university level committee • Participating and contributing member of two or more university level committees OR one committee that involves a substantial and demonstrated time commitment • Elected to university or college committee / task force by peer vote 	
<p>Level III</p> <ul style="list-style-type: none"> • Member of multiple (3 or more) university committees OR chair of one committee that involves a substantial and demonstrated time commitment • Elected to Faculty Senate 	
<u>Community</u>	
<p>Level I</p> <ul style="list-style-type: none"> • Regular attendance at agency level professional meetings, but not presenting • Isolated incidents of technical or instructional assistance and/or professional workshops provided to criminal justice/forensic science/education agencies 	
<p>Level II</p> <ul style="list-style-type: none"> • Member of local (city/county level) criminal justice/forensic science/education related task force; • Member of board of directors for local criminal justice/forensic science/education related agencies • Committee member of practitioner / agency-based professional association 	
<p>Level III</p> <ul style="list-style-type: none"> • Editor of agency-based / practitioner criminal justice/forensic science/education related <i>newsletter</i>; 	

<ul style="list-style-type: none">• Sustained instances of technical assistance and professional workshops provided to criminal justice/forensic science/education-related agencies which benefit the discipline of criminal/forensic justice and enhance the reputation of the Criminal Justice Center or the institution	
--	--