



TENURE UNIT STANDARD ROUTING SHEET

In support of the following academic policy statements, tenure unit performance standards will be maintained and made publicly available by the Office of the Provost's Faculty Records Team. Per policy, each of these sets of standards will be reviewed every five (5) years, submitted to the Office of the Provost using this routing form for all signatures.

- APS [900417](#), Faculty Reappointment, Tenure, and Promotion of Tenured and Tenure-Track Faculty
- APS [980204](#), Performance Evaluation of Tenured Faculty (Post-Tenure Review)
- APS [820317](#), The Faculty Evaluation System of Tenured and Tenure-Track Faculty

Please note the following:

- Use a separate routing sheet for each set of tenure unit standards.
- Submit files in portable document format (PDF) only.
- Ensure the set of standards being submitted ***have been approved*** by the tenure unit ***and*** college dean.

Tenure Unit: Department of Security Studies

College/Unit:

- | | | | | |
|-------------------------------|--|-------------------------------|--------------------------------|------------------------------|
| <input type="checkbox"/> CAM | <input checked="" type="checkbox"/> COCJ | <input type="checkbox"/> CHSS | <input type="checkbox"/> COM | <input type="checkbox"/> NGL |
| <input type="checkbox"/> COBA | <input type="checkbox"/> COE | <input type="checkbox"/> COHS | <input type="checkbox"/> COSET | |

Standard:

- Promotion and Tenure Post-Tenure Review Faculty Evaluation System (FES)

Contact:

Name (first & last): Nadav Morag
 SHSU Email: nxm040@shsu.edu
 Phone: 294-4128

Approved By:

Nadav Morag

 Department Chair

Phillip M. Lyons

 College Dean

 Provost & Sr. VP for Academic Affairs

STANDARDS OF PERFORMANCE

Guidelines for Tenure and Promotion

Department of Security Studies

The standards for tenure and promotion in the Department of Security Studies at Sam Houston State University (SHSU) reflect a commitment to academic excellence. In order for tenure and/or promotion to be awarded, the candidate must have demonstrated a commitment to academic excellence. This policy sets forth the standards for tenure and promotion in the Department of Security Studies. These standards are consistent with SHSU Academic Policy 900417 and the rules and regulations set forth by The Texas State University System (TSUS).

For Award of Tenure – Promotion to Associate Professor

Candidates must possess a terminal degree appropriate to the discipline and under usual circumstances, must have served at least five and one-half years as an Assistant Professor. Consistent with SHSU's Academic Policy Statement 900417, time in rank is a pre-condition for tenure and promotion. Candidates must demonstrate a sense of consistency and growth in their teaching and scholarly activities, and provide evidence of their emerging stature as a regional or national authority, a spirit of collegiality and cooperation within their academic department, and a likelihood of continuing excellence. Specific guidelines include but are not limited to:¹

Teaching:

- High teaching evaluations as established by both student and administrative evaluations of performance.
- Evidence of teaching development and incorporation of new materials that demonstrate currency in the field.
- Use of effective classroom communication skills and equitable procedures in measuring student performance.
- Evidence of increasing involvement with students (e.g., advising, mentorship, student organizations, and other student activities).
- Increasing participation in curriculum planning and development.

Research and Scholarly Activity

- Active participation in scholarly achievement:
 - Sustained publication / acceptance of articles in refereed or peer-reviewed journals.
 - Attempts to secure internal or external funding in support of scholarly activity
 - Presentations of scholarly papers or works at regional, state, or national professional functions or venues (e.g., ACJS, ISA, or ASC); or other externally evaluated scholarly activities

Enhanced Guidance for Research and Scholarly Activities

The aim of the Department of Security Studies tenure review process is to assure tenured faculty have a track record of pushing novel research forward in the interdisciplinary field of Homeland Security. To this end, publications of original research in peer-reviewed outlets and University Press books, wherein quality is assured through the peer-review process, is fundamental.

The Department of Security Studies standard for tenure is the equivalent of two peer-reviewed journal articles per year leading to the equivalent of ten articles over the course of a typical probationary period.

Type of Publication	Value
Book (author, 1st edition), high-impact	2
Book (author, 1st edition), other press	1.5
Peer-reviewed journal article, high-impact	2
Peer-reviewed journal article, standard	1
Book (editor, 1st edition)	1
Textbook	1
Report, high-impact	1
Book chapter, research note, or textbook chapter	0.5

We expect that most research produced in this department will be published in the form of a peer-reviewed journal article. We therefore set the peer-reviewed journal article as the gold standard and we normalize all other research to this standard. Research that typically takes more effort and/or has more impact is valued more highly than a standard peer-reviewed journal article while research that typically takes less effort and/or has less impact is valued as less.

For peer-reviewed journal articles, a typical article has a standard value of one. Articles published in a high impact journal relevant to Homeland Security count for twice as much. For a list of department recognized high impact journals see Appendix A. These journals may change as the rankings of the journals change. Additionally, given the interdisciplinary nature of Security Studies, tenure applicants can make a case for why a particular journal not on the list is high impact. The committee will assume the article is not high impact if the case is not made by the candidate and the article does not appear in the Top 10 list.

A journal published book review counts toward service to the discipline not scholarly output.

Monographs with original research are typically comparatively harder to produce and more impactful than journal articles. Such a book is worth twice as much as a journal article, i.e. a standard book has a value of one and a half and a book with a high-impact press has a value of two. The committee considers university presses to be high impact (Oxford, Cambridge, Ivy league presses or equivalent such as University of California, University of Texas, etc.). This includes the imprints of University Presses. Private presses such as Wiley, Taylor and Francis,

and Routledge will also be considered, though will be evaluated at the discretion of the committee and taking into account their peer review status and quality.

Editing a book is the equivalent of one peer-reviewed article inclusive of the introduction and conclusion chapters. In addition, each additional substantive chapter that the candidate contributes to the volume will also receive an additional value of one-half. For example, if a candidate contributes two chapters to their own edited volume, then they will get a value of one for editing the volume and an additional one-half for each of their chapters for a total value of two. The maximum value for an edited value cannot exceed the equivalent earned from a monograph (i.e., 2 for a book from a University Press) and will typically be valued at 1.5. Contributing a chapter to an edited volume edited by someone else will similarly have a value of one-half per chapter.

Technical reports from major think tanks are valued as equal to a peer-reviewed article provided they are journal length (Security Studies Journals often target shorter length between 3-10,000 words), and with a top think tank such as RAND, CSIS, Woodrow Wilson, Rice University's Baker Institute, etc. The committee will evaluate these works on quality.

Tenure will not be granted in the absence of a sufficient number of peer-reviewed journal articles or monographs publishing original research. As a general matter, the equivalent of two peer-reviewed journal articles annually suffices or the equivalent number of monographs (1). Book chapters and edited volumes alone will not be sufficient for tenure but will be considered based on quality and in the context of their equivalent values relative to peer reviewed articles.

The contribution of the author in a scholarly work, may be discounted when the author is below 1 or 2 in author order. This is not always the case but may occur when the number of authors and author order is sufficiently large to question the contribution of the candidate. When candidates are not first or second authors, the candidate should discuss their contribution to multi-authored academic scholarly pieces as part of the review process. It is understood that in later career and in the context of mentoring graduate students, it may be appropriate and valuable for the associate or full professor to take a lower authorship position and guide the research process.

Grants, particularly DHS, NIJ, NIH, and NSF R01 grants (and other respected grant sources), will be counted toward scholarly activity for tenure purposes to encourage faculty to seek and complete grants and are equivalent to a high impact publication. This is especially important in the context of grants that due to rules cannot seek publication. The committee reserves the right to make judgements about output for grants that also result in high impact publications.

The preceding material is meant to clarify and provide guidance for tenure-track faculty but should not be viewed as hard and fast rules. It should be noted the DPTAC Committee reserves the right to make all determinations of scholarship quality, e.g., a work of poor scholarship with an impressive publisher will be evaluated on quality. To evaluate the candidate's scholarship, candidates are required to provide an up-to-date CV annually and include the texts in accessible format (preferably digital) for all publications being considered.

Consensus High impact peer-reviewed Journals:

List of High Impact Journals as Recognized by the DPTAC Committee (in no particular order)

- International Journal of Disaster Risk Reduction
- International Journal of Mass Emergencies and Disasters
- Risk Analysis
- Terrorism and Political Violence
- Studies in Conflict & Terrorism
- Perspectives on Terrorism
- Homeland Security Affairs
- Journal of Homeland Security and Emergency Management
- Trends in Organized Crime
- International Journal of Critical Infrastructure Protection
- Texas National Security Review
- Journal of Policing, Intelligence, and Counterterrorism
- Perspectives on Terrorism
- Intelligence and National Security
- International Journal of Intelligence and Counterintelligence
- Additional journals at the judgment of the committee

The candidate is not required to publish in the above journals, rather these above are meant to provide examples of the quality expected of them. This is because security studies is interdisciplinary, as reflected in the faculty disciplinary constellation of the Department. It should be noted, however, that the subject matter of journal publications need be relevant to the larger themes connected to US homeland security concerns. Impact factors and google scholar h-index scores can and should be used to argue for high impact status.

Service:

- Increasing record of service to the department, college, university, and profession (this includes service to committees, organizations, or working groups). Service to the community is also encouraged.
- Demonstrated potential of future leadership in the department, college, university, and profession.

For Promotion to Professor

For most, the rank of Professor is the highest academic rank at the University. For promotion to this rank, candidates must possess the terminal degree appropriate for the discipline. Under usual circumstances, a candidate must have served a minimum of five and one-half years as Associate Professor. Consistent with SHSU's Academic Policy Statement 900417, time in rank is a pre-condition for promotion. A candidate must demonstrate the highest levels of attainment in the criteria appropriate to their work assignments including a history of leadership and cooperation at all university levels, and a likelihood of continuing excellence and achievement. Specific criteria for promotion to the rank of Professor include:

Teaching:

- High teaching evaluations as established by both student and administrative evaluations of performance.

- Evidence that teaching innovations and updated materials are incorporated regularly into the classroom, demonstrating currency in the field.
- Use of effective classroom communication skills and equitable procedures in measuring student performance.
- Sustained record of student support, assistance, and mentorship.
- Demonstrated evidence of participation in program and curriculum enhancement, development, or planning.

Research and Scholarly Activity:

- Record of sustained scholarly activity as evidenced by publication of articles in refereed or peer-reviewed journals.
- Publication of books, editorships, awards, receipt of grants and contracts.
- Sustained participation in professional societies as evidenced by presentations of papers at professional venues or other equivalent activity associated with professional conferences, or any other peer-evaluated scholarly activity with regional or national recognition.
- Evidence of nation-wide reputation for professional excellence and accomplishment.

Service:

- Sustained record of service to the department, college, university, profession, and community (This includes service to committees, organizations, or working groups). Community service is also encouraged.
- Support for academic publications – including service as a peer-reviewer for journals and on journal editorial boards.
- Demonstrated leadership in the department, college, university, and/or profession.