

CCS Annual Performance Review (APR) – Scoring Guidelines

APR scoring: for every 1 point earned = score of 1 (cumulative)

APR/Merit scoring allocations (NB: these are not workload models)

	<u>Tenured</u>	<u>Untenured TT</u>	<u>NTT</u>
Research score =	50%	50%	35%
Teaching score =	25%	35%	50%
Service score =	25%	15%	15%

Research (5 points max. per year)

* no penalty for co-authorship or co-editorship

Book (monograph) published (with peer-reviewed press) (5 points, for 2 years)

Book-length research report (monograph) published (academic or policy) (4 points, for 2 years)

Book manuscript (monograph) under contract (peer-reviewed press; with evidence; only scored if not yet published; score only for first year contracted) (4 points)

Edited volume published (with peer-reviewed press) (4 points, for 2 years)

Edited volume manuscript under contract (peer-reviewed press; with evidence; only scored if not yet published; score only for first year contracted) (3.5 points)

Monograph or edited volume re-published in 2nd(+) edition (1 point)

Monograph or edited volume published in translation (3 points)

Special issue editor (academic journal) (2 points; counted separately from editor's Introduction to the issue or other article included in same issue)

Article published (academic journal; peer-reviewed) (2 points)

Article published (academic journal; non-peer-reviewed) (1.5 points)

Article published (non-academic) (1 point)

Article in press (academic journal; peer-reviewed; with evidence; only scored if not yet published) (1 point)

Article in press (academic journal; non-peer-reviewed; with evidence; only scored if not yet published) (0.75 points)

Article in press (non-academic; with evidence; only scored if not yet published) (0.5 points)

Chapter published (with peer-reviewed press) (2 points)

Chapter published (non-peer-reviewed press) (1 point)

Chapter in press (with peer-reviewed press; with evidence; only scored if not yet published) (1 point)

Chapter in press (non-peer-reviewed press; with evidence; only scored if not yet published) (0.5 point)

Online article published (academic journal or association) (1 point)

Article or chapter re-published or anthologized (0.25 points)

Article or chapter published in translation (1 point)

Book review published (academic journal) (0.25 points)

Book review published (non-academic) (0.25 points)

Academic encyclopedia entry published (0.25 points)

Op-ed (related to research expertise) in nationally prominent newspaper (1.0 point)

Op-ed (related to research expertise) in local newspaper (0.5 points)

Other category of publication (subject to review) (0.25-1.0 point)

Externally funded research grant or fellowship awarded (3 points, for duration of award)

Externally funded research grant application submitted (with evidence) (1 point)

UH internal small research grant awarded (1 point)

Keynote lecture (academic) (with evidence) (0.75 points)

Invited academic lecture (with evidence) (0.5 points)

Academic conference presentation (0.25 points)

Academic conference panel discussant (0.25 points)

Online research-related Interview (video or podcast) (0.25 points)

Teaching (5 points max. per year)

Full teaching load (4 courses annually, or as adjusted with no penalty for an approved course reduction) (3 points)

Full teaching load (as above), with exceptionally high and consistently high student course evaluations (4 points); supplemental evidence required

Teaching award (2 points, to be added to credit for full teaching load [as above], = 5 cumulative points, for 2 years)

Teaching award nomination (1 point, to be added to credit for full teaching load [as above], = 4 cumulative points, for same year only)

Teaching a core course required for program (1 point, to be added to credit for full teaching load [as above], = 4 cumulative points, for same year only)

Coordinator/ Faculty Advisor, Learning Abroad trip or Field School (2 points)

Advisor, UG senior thesis (0.25 points)

Internship supervision (0.25 points)

Mentor, UG independent research project with research paper (0.25 points)

Committee Chair, MA thesis project (0.5 points)

Committee Member, MA thesis project (0.25 points)

Ph.D. committee member (UH, beyond CCS) (0.25 points)

Service (5 points max. per year)

Departmental and UH Administration/ Service

Director of Religious Studies program (4 points)

Coordinator of Liberal Studies program (4 points)

Graduate Advisor of Anthropology MA program + CLASS Graduate Committee (2 points)

Anthropology program adjunct instructor supervisor (1 point)

Anthropology program TA supervisor (1 point)

Anthropology undergraduate program faculty advisor + study-abroad coordinator (1 point)

CCS Curriculum Coordinator + CLASS Curriculum Committee (1 point)

CCS Faculty Evaluation Committee (APRs) (3 tenured faculty) (1 point)

CCS Hiring Search Committee (chair) (3.5 points)

CCS Hiring Search Committee member (2.5 points)

CCS Promotion and/or Tenure Review Committee (chair) (1.5 points)

CCS Promotion and/or Tenure Review Committee member (1 point)

CCS Seminar Series organizing committee member (1 point)

CLASS Promotion & Tenure Committee (full professor only?) (2 points)

CLASS Faculty Governance and Advisory Committee (FGAC) (1 point)

CLASS ADVANCE (gender-equity climate survey) task force (1 point)

CLASS Academic Honesty Panel (0.5 points)

Other CCS activity coordination (subject to review) (0.5 - 1.0 points)

any other CLASS or Provost-level committee for which CCS is required by higher administration to provide a representative (1 point)

any other non-CCS committee as service associated with a joint appointment in another unit of UH (0.5 - 1.0 point)

all other non-CCS committees (not including when serving as a CCS representative, requested of the dept. by higher administration; not including joint appointment duties) (0.5 - 1.0 points)

Faculty Advisor, student organization (0.25 points)

Professional Academic Service (beyond UH)

- Academic association officer (1 point)
- Academic association committee/ task force chair (1 point)
- Academic association committee/ task force member(0.5 points)
- Journal editor (academic) (1 point)
- Journal editorial advisory board member (0.25 points)
- Expert review panel member for research grant program (0.5 points)
- External reviewer for academic program or department (1 point)
- Reviewer of academic peer-reviewed book manuscript (0.5 points)
- Reviewer of academic peer-reviewed journal submission (0.25 points)
- Reviewer of grant proposal for funding agency (0.25 points)
- Ph.D. committee member (beyond UH) (0.25 points)
- External advisory board member of funded research project (0.25 points)
- Conference panel organizer (academic) (0.25 points)

Non-Academic Community Service

- Chair, research committee/ task force, for community-based non-profit organization or policy-related public agency or advocacy organization (1 point)
- Member, research committee/ task force, for community-based non-profit organization or policy-related public agency or advocacy organization (0.5 points)
- Member, Board of Directors or Advisory Board, community-based non-profit organization or policy-related public agency or advocacy organization (0.25 points)
- Officer, community-based non-profit organization or policy-related public agency or advocacy organization (0.75 points)
- Community education project participation (continuing) (0.5 points)
- Research-related presentation (non-academic) (0.25 points)
- Other non-academic community service (subject to review) (0.25 – 1.0 points)