

	Max. Points Per Item Submitted	Number of Items Submitted	FEC Award	On Appeal
I. RESEARCH				
Provide here full citations for each item listed and provide a copy of each item upon submission of the form.				
A. Publications Only materials published in the announced time period in the relevant CBA will be considered.				
1. Books.				
a. Scholarly book by university press (not edited)	50			
b. Scholarly book, non-university press (not edited)	45			
c. Textbook, original manuscript (books primarily designed for classroom use)	25			
d. Edited, peer-reviewed scholarly book, original manuscript (generally includes introduction and/or concluding chapter)	20			
e. Edited scholarly book, not peer-reviewed, original manuscript (generally includes introduction and/or concluding chapter)	15			
f. Book for popular, non-scholarly audiences	10			
g. Edited textbook mostly for classroom use, original manuscript (generally includes introduction and/or concluding chapter)	8			

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h. Subsequent editions, with revisions	One-third of original points			
2. Journal Articles. Peer-reviewed print and electronic journals. Peer-reviewed means anonymously reviewed by one's scholarly peers. A case may be made, with evidence, for what tier a journal belongs in.				
a. First Tier Journal Article. Journal of Peace Research, Journal of Conflict Resolution, Cooperation and Conflict. May also include the top, double-blind peer-reviewed journal or two from a cognate, full discipline, i.e., Sociology, Political Science, International Relations, History, Geography, Anthropology. Does not include top journal or two from cognate sub-disciplines or specialty areas, e.g., regional studies, peacekeeping, cultural sociology, security studies, development, social psychology, etc.	25			
b. Second Tier Journal Article. This is the great middle of double-blind peer-reviewed journals, where the majority of journals will belong.	20			
c. Third Tier Journal Article. These journals have some combination of the following characteristics: higher acceptance rates (or are not transparent about rates; less rigorous review procedures; more limited appeal; published by state professional associations or academic departments; low esteem; low citation rates; included in few to no indexes; irregular publication; short publication history).	10			
3. Book Chapters.				

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a. Original book chapter and extended handbook chapter.	12			
b. Book chapter that originally appeared as journal article.	4			
c. Revised book chapter.	3			
4. Non-peer reviewed journal or other articles and essays of substantial length, e.g. 3,000+ words, not commentaries of op-ed or blog entry length.	5			
5. Review essay covering multiple books.	3			
6. Encyclopedia entry.	2			
7. Revised previously published encyclopedia entry.	1			
8. Articles and op-ed length pieces in newspapers, magazines, and on high profile websites.	2			
9. Book review.	1			
10. Other publications.	tbd			
<p>B. Paper Presentations at Scholarly Conferences.</p> <p>These are full, bona fide papers. Does not include outlines, talking points, Ppt slides, or a series of notes, even if the presentation was made at a “papers panel” at a professional association meeting. Provide paper and note if it has ever been presented before. Papers can only receive full FEC paper presentation</p>	Max. of 15 points			

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points once. A second presentation of the paper (revised or not) must be noted as such and will receive ½ of the points for the category in which it was presented on the second occasion. Third and fourth presentations of the paper may only receive points in the colloquium categories below. Submit copies of papers.				
1. Paper at a major Peace and Conflict Studies or other major disciplinary meeting, including but not limited to APSA, ISA, ASA, AHA, AGA.	6			
2. Paper at specialty meeting, area studies meeting, regional association meetings, PHS, PISA, ACR, and invited paper at a symposium.	4			
3. Paper at a minor Peace and Conflict Studies association conference, a minor disciplinary or interdisciplinary meeting, e.g., state association meeting.	3			
4. External Colloquium.	2			
5. KSU Colloquium.	1			
6. Other.	tbd			
7. Round table participant or panel discussant at a scholarly gathering.	1			
C. Community Presentations, Workshops, Conflict Interventions, Training Sessions. 10 hours equals 1 point. Provide description, documentation, and hours.	Max. of 15 points			
D. Other.	tbd			

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E. Grants, funded and unfunded (Submit copies of all proposals).				
1. External Funded Grants. All funded grants count toward the point system in the notes section below, irrespective of administrative overhead being included or not. The amount applicable to point system in the note section is dependent upon the portion awarded to the SPCS faculty member.	See grant notes below			
2. Internal Funded Grants. This does not include URCs Undergraduate Research Scholars Program, URCs Research Scholarly Activity Support Request, UTC's and URC's Conference Travel Grants, or UTC's Workshop Grants..				
3. KSU URC Research /Creative Activity Summer/AY Appointment.	3			
4. KSU UTC Summer Teaching Development Grant	3			
5. External unfunded grant applications.	2			
6. Internal (KSU) unfunded grant applications.	1			
F. Contributions to the academic community.				
1. Peer-reviewed scholarly journal editor.	15			
2. Guest editor for a peer-reviewed scholarly journal volume or special issue.	4			
3. Journal Editorial Board or equivalent.	1			

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4. Officer of Professional Association or Section.	1			
5. Professional conference section organizer (e.g., organizer of multiple panel sessions).	2			
6. Peer review of article for scholarly journal (list journal, provide copies; do not include reviews as editor or associate editor of journal).	1 (6 pts. max)			
7. Peer review of book or edited book for publisher.	3 (6 pts. max)			
8. Reviewer for funding agency or government agency.	1 (6 pts. max)			
9. Outside peer reviewer for tenure and promotion cases at other institutions.	4 (8 pts. max)			
G. Research-related Awards.				
1. Awards for Scholarly, Professional, or Scientific Achievement.				
2. Winner of KSU Distinguished Scholar Award	10			
3. Finalist for KSU Distinguished Scholar Award	5			
4. Best book award from a professional association or section; lifetime achievement award from a professional association or section or university.	8			
5. Best article award from a professional association or section.	5			
6. Other scholarly awards.	tbd			

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<p>F. Self-Development Activities for Improving Research Skills.</p> <p>This includes internal (KSU) or external activities that involve a significant commitment of time, i.e., a minimum of five hours, and that are focused primarily upon the acquisition of new research skills. Provide documentation and hours expended. 10 hours equals 1 point.</p>				
Total for Section I—Research				
II. Teaching				
<p>A. Student Evaluations of Instructor/Instruction. Data is provided to FEC by the School secretary. Scoring is based on the sum of questions 7-16, plus question #19. To be eligible for SEI points, a faculty member must be at or above the mean for the sum of questions 7-16 plus question #19 of SEIs (averaged across all courses taught by eligible TT faculty during the merit period). If the threshold is met, merit points will be awarded based on the faculty member's ranking.</p> <p>The faculty member with the highest score above the norm receives the full compliment (6) of SEI points, with other faculty members at above the norm receiving proportionate amounts (of 6) based on their scores.</p> <p>No SEI merit points for teaching will be awarded to faculty who do not perform above the 49 percentile. Faculty who don't make that threshold for SEI merit points, still receive teaching merit points in other categories, below</p>	Max of pts. 6			

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B. Development and teaching of a new course. This means a course not previously taught by the individual anywhere.	2 per course (max of 6 pts.)			
C. Innovation in teaching. This includes genuine innovations used for the first time; subsequent uses do not count. For example: technological; service learning; community outreach and applied practice projects; and others. Provide evidence, rationale, preparation hours and statement demonstrating first use.	5 hours equals 1 pt. Max of 5 pts.			
D. Self-Development Activities for Improving Teaching. This includes internal (KSU) or external activities that involve a significant commitment of time, i.e., a minimum of five hours, and that are focused primarily upon the acquisition of new teaching skills. Examples include: mini-courses at professional association meetings, summer institutes, conferences on teaching, collegial development of teaching activities, or auditing a course. Examples of activities not covered include attending two-hour long Center for Teaching and Learning presentations or training events, or panels or paper sessions on teaching at professional meetings, or attending lectures on teaching, etc.). Provide evidence and rationale and hours.	5 hours equals 1 pt. Max of 5 pts.			
E. Mentoring and Training of Students. Provide documentation.	tbd			
F. Dissertation Committee Chair or Co-chair (Points awarded only once, upon completion. Provide documentation).	8			

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G. Dissertation Committee Member (Points awarded only once, upon completion. Provide documentation). .	4			
H. Dissertation Committee Graduate Faculty Representative (Points awarded only once, upon completion. Provide documentation).	2			
I. Master's Thesis Advisor or Co-advisor (Points awarded only once, upon completion. Provide documentation).	3			
J. Master's Thesis Committee Member (Points awarded only once, upon completion. Provide documentation). .	1			
K. Senior Honor's Thesis Advisor (Points awarded only once, upon completion. Provide documentation).	3			
L. Senior Honor's Thesis Co-advisor (Points awarded only once, upon completion. Provide documentation).	2			
M. Doctoral Comprehensive Exams Committee Member.	1			
N. Senior Honor's Thesis Committee Member (Points awarded only once, upon completion. Provide documentation).	1			
O. Individual Investigation (Provide documentation).	1			
Teaching-related Research and Publications. Provide documentation.				
P. Textbook about teaching.	25			

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Q. Edited textbook about teaching. Original manuscript, generally includes introduction and/or conclusion.	15			
R. Subsequent, revised editions of teaching-related books.	One-third of original points			
S. Peer-reviewed journal article.	20			
T. Journal article, non-peer reviewed.	5			
U. Book chapter.	15			
V. Training manual.	tbd			
Paper Presentation on Teaching. These are full, bona fide papers. Does not include outlines, talking points, Ppt slides, or a series of notes, even if the presentation was made at a “papers panel” at a professional association meeting. Provide paper and note if it has ever been presented before. Papers can only receive full FEC paper presentation points once. A second presentation of the paper (revised or not) must be noted as such and will receive ½ of the points for the category in which it was presented on the second occasion. Third and fourth presentations of the paper, may only receive points in the colloquium categories below, after which no points will be awarded. Submit copies of papers.	Max. of 15 pts.			
W. Paper at a major Peace and Conflict Studies or other major disciplinary meeting, including but not limited to APSA, ISA, ASA, AHA, AGA.	6			

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X. Paper at specialty meeting, area studies, regional association meetings, invited paper at a symposium.	4			
Y. Paper at a minor Peace and Conflict Studies association conference, a minor disciplinary or interdisciplinary meeting, e.g., state association meeting.	3			
Z. Paper at an external colloquium.	2			
A1. Paper at a KSU Colloquium.	1			
B1. Round Table Participant or Panel Discussant at a Scholarly Gathering.	1			
C1. Other.	tbd			
Teaching Awards.				
D1. Ohio Professor of the Year.	12			
E1. Alumni Teaching Award (KSU).	10			
F1. A&S Student Advisory Council Award.	8			
G1. Finalist for Alumni Teaching Award.	5			
H1. Other Teaching Awards.	tbd			
Teaching-related Grants.				
I1. KSU Teaching-related Grants.				
J1. UTC Summer Development Grant Award.	4			

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K1. Unfunded UTC Summer Development Grant Application.	1			
L1. Other.	tbd			
Total for Section II—Teaching				
III. Service and Practice. Provide documentation. List semesters and dates of service. ? Explain if release from teaching duties or financial remuneration is involved as points may be adjusted by FEC in such cases.?				
A. SPCS Curriculum Committee Chair.	7			
B. SPCS Search Committee Chair.	10			
C. SPCS Curriculum Committee Member.	3			
D. SPCS Search Committee Member.	5			
E. SPCS Major ad-hoc Committee Chair.	4			
F. SPCS Major ad-hoc Committee Member.	2			
G. SPCS Website and Social Media Coordinator.	3			
H. SPCS Administrative Accomplishments Exceeding Normal Expectations and Usual Compensations (provide detailed explanation with hours expended).	tbd			
I. POL Graduate Studies Committee Member.	3			
J. College Advisory Committee Member.	4			
K. Provost Tenure and Promotion Committee Member.	3			
L. Faculty Senate Member.	4			

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M. AAUP Bargaining Team Member.	10			
N. AAUP Advisory Council Member.	3			
O. AAUP Major Committee Chair.	3			
P. AAUP Major Committee Member.	2			
Q. Faculty Senate Committee Member.	1			
R. Other service to School, College and University (Provide details and documentation, 10 hours per point, max of 5 points)				
S. Community Service and Outreach Activities Related to Scholarly Expertise (Activities, interventions, trainings, consulting, etc., in community-based organizations and venues related to one's professional expertise. May also included extensive media work related to scholarly expertise. Provide documentation and detailed explanation and number of hours. In general, 10 hours equals per point.	Max. of 30 pts.			
Total for Section III—Service and Practice				