

Appendix A

Metrics for Evaluation

(to be used in conjunction with Section 5.0 of the Bylaws)

A.0 The responsibility for evaluation of faculty rests with the professional judgment of faculty colleagues. This document is intended to reflect expectations of the Department regarding appropriate metrics for evaluating research, teaching and learning, and service/outreach/engagement. Performance on the metrics described in this document is taken to be evidence of performance in each of the three categories. However, we acknowledge that there are other metrics that provide evidence of excellence.

A.1 This document shall be reviewed in academic years beginning with an even number (e.g., 2016-2017). The Faculty Advisory Committee, in consultation with the faculty as a whole and the Chair, may propose changes to the document. These must be approved by a simple majority of voting members of the faculty. It is intended that these changes will reflect the changing composition of the faculty, the evolution of the field and changes in University and College policy.

A.2 Research

A.2.1 We acknowledge that many types of research constitute evidence of excellence. Among these are:

- a. Publication in respected and peer reviewed venues, including papers in peer reviewed journals and books published with scholarly publishers. The Department will maintain a list of recommended journals and publishers (Appendix B) and update that list in academic years beginning with an odd number (e.g., 2017-2018).
- b. Actively seeking external funding (pre-tenure faculty are expected to seek external funding; post-tenure faculty are expected to secure external funding).
- c. Establishing a strong reputation for research, as demonstrated by citations, scholarly reviews of published work, and research awards

In addition to these metrics, the Department embraces several key points to be considered in evaluating research:

- a. The primary criterion for evaluating scholarship is publication in peer reviewed venues.
- b. Interdisciplinary publication is highly valued by the Department since it is resonant with MSU's mission and the special character of the Department.
- c. Publication in the top Sociology and general journals is highly valued and encouraged

Given changing landscapes in research, it is expected that all scholarly work will be recognized, though it is the responsibility of the faculty member to provide evidence of scholarly impact.

A.3 Teaching and Learning

A.3.1 Every faculty member is expected to teach, be actively engaged with the curriculum and promote the learning objectives designated by the Department, College, and University.

A.3.2 There are many ways to contribute substantially and effectively to teaching. Faculty members acknowledge that colleagues will contribute to the teaching mission of the Department, College, and University in different ways. Acknowledging this diversity and the evolution of our teaching opportunities and responsibilities over time, the Department requires that each evaluatee provide documentation regarding their performance in teaching. The following list of materials provides examples of evidence of teaching and learning excellence:

- a. Student Evaluations. SIRS scores, SALG scores, or the equivalent.
- b. Peer Evaluations. The Department does not require peer evaluation of teaching but it is strongly recommended as both a mechanism for improving teaching and as evidence regarding teaching performance.
- c. Syllabi and Assessments. Course materials, including syllabi and assignments, can help determine whether course objectives are clearly stated in the syllabus, are appropriate for the course, and are adequately assessed by examinations or some other tool.
- d. Examples of innovative teaching approaches or of teaching methods that effectively promote student engagement.
- e. Descriptions of new courses developed or of substantial modifications done.
- f. Examples of course materials or texts developed by the faculty member.
- g. Other Evidence of Excellence. Faculty members have many different points of view on what constitutes teaching excellence, and are encouraged to submit materials that exemplify what they believe to be their finest teaching accomplishments.

The list is not meant to be complete, nor should faculty be judged on the variety of items they submit—it is not a checklist. What matters most is the quality of teaching exemplified in the submitted material. The candidate should focus on quality instead of quantity as the materials are composed and compiled. Top examples should be described in the one page annual review summary.

A3.3 We acknowledge the special importance of successfully mentoring doctoral students. In addition to the above criteria that can serve as excellence in graduate and undergraduate education, faculty should provide evidence of their engagement in graduate student mentoring, including:

- a. Successful advising of students through coursework, qualifying paper, comprehensive exam and dissertation.
- b. Research productivity of students.
- c. Successful placement of students in academic, research and teaching positions.

A.4 Service/Outreach/Engagement

A.4.1 Evidence of excellence in service/outreach/engagement

The Department of Sociology, in accordance with our values to produce high quality research and excellent undergraduate and graduate teaching, also values meaningful service, outreach, and engagement on the part of our faculty. We recognize the importance of serving our Department, College, University, discipline, and larger community structures. Engagement with multiple publics in multiple ways not only reflects a contemporary interpretation of MSU's land grant mission, but it also demonstrates our alignment with other leading sociology departments around the country and the ASA in regards to a commitment to 'Public Sociology', for those faculty who define themselves as such.

Excellence in service includes intensive engagement with/or/and being asked to engage with groups and associations. Recognizing that faculty has diverse appointments which prescribe much of their contributions to the academic community, we acknowledge that service, outreach, and engagement can take many diverse forms. Therefore, here again, flexibility is required to assess faculty work in this area. Here we identify the types of evidence a reviewee may use to demonstrate that they are achieving excellence in service, outreach, and engagement. For the sake of clarity in this document, these three areas are separated for explanatory purposes, but we fully recognize that in reality they are more frequently intertwined and that efforts to distinguish such work can at times be difficult. In addition, it should be understood that many documents in the College and University refer to all of the activities listed below as 'Service.'

A.4.2. Service. Service work consists of work done by faculty to advance the mission of the Department, College and University, as well as the discipline of Sociology.

Examples Include:

- a. Service on Department, program, college, university standing and ad hoc committees
- b. Department leadership, both formally recognized and informal service
- c. Organizing Department or other colloquia
- d. Representing the Department outside of the university

A.4.3. Outreach. Outreach refers to the work of faculty done *for* publics. Faculty appointed under the general fund may prefer to frame public work in this way or faculty with MSU Extension appointments – referred to as MSU Extension Specialists - may consider their work as outreach. The emphasis in Outreach is one in which knowledge resides with the faculty member and the primary nature of their interaction with publics is to transmit this knowledge.

Examples include:

- a. Give presentations to public organizations, groups, communities

- b. Service on advisory board(s)
- c. Advise legislators; testifying for a government agency
- d. Serve on a government-appointed committee
- e. Serve on review board
- f. Media Attention

A.4.4 Engagement. Engagement refers to the work of faculty done in partnership or *with* publics. Faculty appointed under the general fund may prefer to frame their public work in this way or faculty Extension Specialists may consider their work has falling under the rubric of outreach. The emphasis in Engagement is not on transferring knowledge from ‘expert’ to citizens, as it is in Outreach, but it is the act of collaboration. The intent of collaboration is to pool academic *and* public resources to co-create new knowledge, address existing programmatic challenges, or solve broader social problems.

Examples include:

- a. Assist with the organization of program development
- b. Fundraise or co-write grants with citizens or groups to serve their needs
- c. Engage in community-based research to answer a question posed by the public

Appendix B: Journals, publishers and funding sources generally accepted as excellent

The Department of Sociology regularly engages with faculty to determine appropriate venues for publications and for seeking funding. The following list is the result of that assessment. It should be taken as general guidance. We acknowledge that there are other venues for publication and other sources of funding that indicate excellence in research. For venues not on this list, the evaluatee should make the case for the importance of that venue. This list will be updated in academic years beginning with odd numbers.

Common Departmental Journals

- American Sociological Review
- American Journal of Sociology
- International Journal of Sociology
- Social Forces
- Social Science Quarterly
- Sociological Quarterly
- Gender and Society
- Social Science Research
- Rural Sociology
- Population Research and Policy Review
- Science Technology and Human Values
- Social Studies of Science
- American Journal of Community Psychology

General Journals

- Science
- Nature group journals
- Proceedings of the National Academy of Sciences

Sociology of the Family

- Demography
- Journal of Marriage and Family
- Journal of Gerontology
- Journal of Family Psychology
- Gender & Society
- Journal of Family Issues
- Social Science Research
- Violence against Women
- Journal of Social and Personal Relationships
- Population Research and Policy Review
- Family Relations
- Journal of Divorce and Remarriage
- Journal of Family and Economic Issues

Community and Urban Sociology

City and Community
Environment and Planning A
Global Networks
Journal of Urban Affairs
Urban Studies
Urban Affairs Review
Urban Geography
International Journal of Urban and Regional Research

Sociology of Migration

International Migration Review
Demography
Ethnic and Racial Studies
Population and Development Review
Demographic Research
International Migration
Journal of Refugee Studies
Population Space and Place
Diaspora
Asian Pacific Migration Journal
Migration Studies
Journal of Ethnic and Migration Studies
Irinkirindo – A Journal of African Migration
Migration Letters
Citizenship Studies
European Journal of Migration and Law 1
European Journal of Cultural Studies 1
Georgetown Immigration Law Journal 1
International Journal of Refugee Law 1
Journal on Ethnopolitics and Minority Issues in Europe 1
Journal of International Migration and Integration 1
Identities 1
Global Networks 1

Sociology of Health and Medicine

Journal of Health and Social Behavior
American Journal of Public Health
Social Science & Medicine
Journal of Health and Illness
Journal of Gerontology: Psychological Sciences and Social Sciences
Gerontologist

Demography
Health and Medicine
Globalization and Health
The Milbank Quarterly
Qualitative Health Research
Health Expectations
Social Studies of Science
Science Technology and Human Values
Visual Studies
JAMA Journal of the American Medical Association
Journal of Studies on Alcohol and Drugs
Work and Occupations
Society and Mental Health
Child Development
Social Development
Social Biology

Environment Sociology

Sociologia Ruralis
Sustainable Development
Journal of Rural Studies
Journal of Rural Social Sciences
Economy & Society
Development and Change
Third World Quarterly
Antennae
Anthrozoos
Humanimalia
Society & Animals
Society and Natural Resources
Environment & Behavior
Global Environmental Change
Population and Environment
Environmental Politics
Journal of Political Ecology
Local Environment
Environment
Sustainability
Capitalism Nature Socialism
Journal of Environmental Studies and Sciences
Climatic Change
Nature Climate Change
Human Ecology Review
Agriculture & Human Values
International Journal of Sociology of Agriculture and Food

Journal of Agric., Food Systems & Community Development
Journal of Agricultural and Environmental Ethics
Culture and Agriculture
Renewable Agriculture and Food Systems
Journal of Sustainable Agriculture
Food Culture and Society
Risk Analysis
Journal of Risk Research
Science Technology and Human Values
Social Studies of Science
Public Understanding of Science
Research Policy
Science and Public Policy

Book Publishers

External Granting Agencies

This above list is considered the top journals in the discipline and theme areas of the department and will be treated as such. Other publications and granting agencies will be determined on merit as situations arise in which determinations need to be made. Each publication and grant application should be considered on its own merit, not only on an external measure.