



# COUNCIL ON RESEARCH & CREATIVITY

CRITERIA FOR REVIEWING  
DEVELOPING SPECIALIZED FACULTY NOMINATION BINDERS

## -- COMMITTEE REVIEWER CRITERIA --

Below are the criteria each member of the Developing Specialized Faculty (DSF) Review Committee will use to assist them in (a) critiquing the nomination and (b) determining an overall score for the nomination binder.

- Does the candidate show evidence of superior research/creative activity that has begun to earn the nominee external recognition, reflecting a strong, cumulative record of achievements?
  - Examples:
    - Positions on editorial boards of leading academic journals,
    - Selection for review panels of funding agencies,
    - Ability to attract federal and foundation support for research/creative activity,
    - Publications in leading journals by high quality book presses or museum catalogues or critical reviews from important venues,
    - Artistic performance in leading locations, and
    - Strong letters of recommendation by clearly distinguished scholars, referees or art critics
- Does the nominee have established publications or performances during the preceding 5-6 years, coupled with a clear line of forthcoming and anticipated future accomplishments in their area?

## Scoring Scale

*Reviewers should provide a numeric score and comments for each proposal.*

| IMPACT | SCORE | DESCRIPTOR   | ADDITIONAL GUIDANCE OR STRENGTHS/WEAKNESSES*        |
|--------|-------|--------------|---|
| High   | 1     | Exceptional  | Exceptionally strong with essentially no weaknesses |
|        | 2     | Outstanding  | Extremely strong with negligible weaknesses         |
|        | 3     | Excellent    | Very strong with only some minor weaknesses         |
| Medium | 4     | Very Good    | Strong but with numerous minor weaknesses           |
|        | 5     | Good         | Strong but with at least one moderate weakness      |
|        | 6     | Satisfactory | Some strengths but also some moderate weaknesses    |
| Low    | 7     | Fair         | Some strengths but with at least one major weakness |
|        | 8     | Marginal     | A few strengths and a few major weaknesses          |
|        | 9     | Poor         | Very few strengths and numerous major weaknesses    |

\* Minor Weakness: An easily addressable weakness that does not substantially lessen impact

Moderate Weakness: A weakness that lessens impact

Major Weakness: A weakness that severely limits impact

## -- PROGRAM STAFF CRITERIA --

Below are the criteria the CRC Program Staff will use to review each nomination binder. If any of these criteria are not met, the nomination binder will not be reviewed by the Developing Specialized Faculty

Review Committee and will not be eligible for funding. Reviewers will not need to review the following items:

- Eligibility
  - Is the nominee a full-time, active faculty member with at least five years in the following job titles:
    - 90819S Research Faculty II 9 Mo SAL
    - 9081AS Research Faculty II 12 Mo SAL
    - 91619S Assoc. Scholar/Scientist 9 Mo SAL
    - 9161AS Assoc. Scholar/Scientist 12 Mo SAL
    - 91679S Associate in Research 9 mo SAL
    - 9167AS Associate in Research 12 Mo SAL
- Nomination Submission
  - Has the nominator/nominee correctly completed all of the required forms?
    - Has a **Letter of Nomination** from a FSU faculty member, administrator, or self-nominating letter been properly submitted? Does it include a 2-page CV of the letter writer?
    - Has a **Description of Research/Creative Activity** been submitted?
    - Has a **Description of Future Direction** been submitted?
    - Have no more than three **External Letters** been submitted, each written within 24 months prior to the date of the Call of Nominations? Do they include a 2-page CV for each letter writer? Is a single-paragraph statement of qualifications included with each letter?
    - Have letters from the nominee's **Department Chair/Director and Dean** been submitted?
    - Has a **Curriculum Vita** been provided? Is it current, concise, and does it provide full documentation of grants, awards, publications, exhibitions, and performances including dates, locations, page numbers, co-authorship, and publication status?
  - Did the nominator submit the nomination binder in time to meet the submission deadline? Did the Chair(s) and Dean(s) approve the proposal by their approval deadline?