

COLLEGE OF BASIC AND APPLIED SCIENCES
COLLEGE OF EDUCATION
Policy for Renewal and Promotion of MTeach Clinical-Track Faculty
and
Renewal of MTeach Coordinator Faculty

The required review of MTeach faculty (prior to reappointment to a new 3-year term or non-renewal during a fixed term for clinical-track or coordinator faculty or promotion of clinical-track faculty) will be completed by the Associate Deans (CBAS and COE) and a review committee consisting of:

1. 1 faculty member in STEM teacher preparation from the Womack Department of Educational Leadership (appointed by COE Dean)
2. 1 faculty member in STEM teacher preparation from a CBAS department (appointed by CBAS Dean)
3. MTeach Co-Director from the College of Education
4. MTeach Co Director from the College of Basic and Applied Sciences
5. MTeach program coordinator, except when this position is under review
6. An MTeach Master Teacher (Elected to a one-year term by MTeach Master Teachers each fall. Must be someone who is not being reviewed. If such person does not exist, the review committee will consist of the first four or five individuals listed above.)

The review committee will elect a chair each year.

Applications for reappointment of coordinators or clinical-track faculty or promotion/reappointment of clinical-track faculty will be completed following the same calendar and process as the MTSU promotion and tenure calendar for tenured/tenure-track faculty. Applications will include the following items:

1. Completed cover page
2. Outline of Faculty Data
3. Copies of student evaluations for current three-year fixed term

Other supporting documents may also be included.

Prior to making the application packet available to the review committee, the Associate Deans (CBAS and COE) will include:

1. Copies of previous two annual evaluations
2. Copies of workload A and B forms for each semester in the current three-year fixed term.

The written review and recommended action by the committee will be submitted to the candidate and the Associate Deans (CBAS and COE). The written review will include the vote. Two-thirds of the review committee must vote (be present and vote or vote by proxy) for a recommendation to be valid. A tie vote will end in a negative recommendation. The Associate Deans (CBAS and COE) will submit their recommendation along with the committee's recommendation to the Deans (CBAS and COE) who will complete a review and make a recommendation to the Provost on reappointments (clinical-track, research-track and coordinator) and promotions (clinical- and research-track). Promotion applications for clinical- and research-track faculty will follow the same process as the promotion of a tenured/tenure-track faculty member including review by the CBAS review committee.

While it is true that all of the MTeach Master teachers are assigned to a CBAS department based on their content expertise, their work is exclusively in the MTeach program, so the departmental faculty could potentially have little knowledge of what these clinical faculty do. It seems logical that

decisions regarding renewal, promotion or non-renewal should involve a representative sample of faculty and with those familiar with work being evaluated.

The policy statement (II:01:05D) that supports such a review committee is part of section III.B.4 and is provided on an attached page for your convenience.

Approved by CBAS Dean Robert Fischer

Date 10/7/15

Approved by COE Dean Jana C. Siver

Date 10-13-15

Approved by Provost Brad Bantz

Date 10/14/15

Approved by President Seymour

Date 10/15/15

College of Education
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Basic & Applied Sciences

Excerpt from Appropriate MTSU Policy II:01:05D, section III.B.4 (highlighting added):

Academic departments/schools/program units with a faculty member in one of these positions must describe (1) the composition of the review committee and (2) procedures for electing the review committee. (Program units that do not report to an academic department and who have faculty members in one of these positions will create a faculty review committee from one or more pertinent departments/schools for review of their clinical-track, research-track, and coordinator faculty.) Procedures for review of the faculty in these positions must be developed by each department/school/program unit and must be approved by the dean, the provost, and the president prior to use.