

FEB 13 2019

University Studies Criteria for Instructor Advancement in Rank**Academic Affairs**

The below criteria for **A. Senior Instructor** and **B. Master Instructor** are in accordance with MTSU Academic Affairs policy 202 Academic Rank IV.C Sections 3 and 4. These can be found on the Provost's website under University Policies.

Evaluation for advancement of instructors is the responsibility of the Promotion and Tenure Review Committee (PTRC).

Recognizing that student success is the first priority of the department, all faculty members are expected to demonstrate a continuous pattern of quality teaching. The PTRC evaluates evidence that could include, but is not limited to, annual evaluations by the chairperson, coordinator and peer observations, retention strategies, and retention data.

A. Advancement to Senior Instructor

1. Six (6) years of full-time collegiate experience in the academic discipline or related area as an instructor or lecturer. Thus, a typical candidate is eligible to apply for promotion to senior instructor at the beginning of his/her sixth (6th) year.
2. The candidate will have demonstrated quality teaching and contribution to student development, including:
 - a. Appropriate quantitative scores from student evaluations for the past 5 years consistent with departmental averages;
 - b. Peer and coordinator observations for the past 5 years;
 - c. Chair evaluations for the past 5 years;
 - d. Implementation of strategies to retain students for course persistence;
 - e. Participation in professional conferences, workshops, or symposia;
 - f. Teaching awards or other recognition for student development.

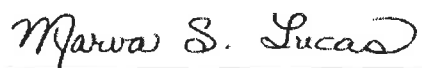
B. Advancement to Master Instructor

1. Four (4) years of full-time collegiate experience in the academic discipline or related area as a senior instructor. Thus, a typical candidate is eligible to apply for promotion to master instructor at the beginning of his/her fourth (4th) year as a senior instructor.
2. To be considered for promotion to Master Instructor, the candidate will have demonstrated quality teaching as evidenced by activities performed since the last promotion, including but not limited to:
 - a. Appropriate quantitative scores from student evaluations for the past 4 years consistent with departmental averages;
 - b. Peer and coordinator observations for the past 4 years;
 - c. Chair evaluations for the past 4 years;
 - d. Implementation of strategies to retain students for course persistence;
 - e. Contributions to teaching through public dissemination of information at professional conferences, workshops, or symposia;
 - f. Teaching awards or other recognition for student development.
 - g. Use of diverse methods of instruction;
 - h. Participation in curriculum improvement or development;

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Academic Affairs



Marva Lucas, Chair

2/12/2019

Date



Rick Sluder, Dean

2-12-2019

Date



Mark Byrnes, Provost

2-20-19

Date



Sidney McPhee, President

2/22/19

Date