

SCHOOL OF NURSING  
EVALUATION OF COORDINATOR FACULTY POSITIONS  
OR  
CLINICAL TRACK FACULTY POSITIONS  
FOR A NEW TERM

The Department Tenure and Promotion Review Committee (TPRC) will review applications for retention by coordinators and clinical track faculty to renew their appointments for a new term. (The Department policy related to the review of faculty for tenure, promotion, and retention provides procedures for electing the TPRC.) Requirements for a quorum are also provided in the department tenure, promotion, and retention policy.

Any policy changes in committee structure and committee operations that are approved by the department for the department tenure, promotion, and retention policy will also be applied to this policy.

Term Review for Coordinators and Clinical Track Faculty

Candidates due for renewal of their term should submit a completed Outline of Faculty Data form and supporting materials in the department office by the date specified in the annual calendar provided by the office of the university provost for 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> year tenure-track faculty.

Processes and procedures for evaluation of coordinators and clinical track faculty for renewal of a fixed term are the same as for retention of tenure-track faculty and these are explained in the department tenure, promotion, and retention policy.

The performance criteria used by the committee are outlined in MTSU Policy II:01:05D. They include:

**To be eligible for renewal of the appointment, a candidate must:**

- 1. demonstrate quality work appropriate to the appointment type and discipline**
- 2. have an appropriate number of years of experience in an appropriate position: five years at assistant professor (or 5 years of equivalent experience) are required for appointment to associate professor; 5 years at associate professor (or 10 years of equivalent experience) are required for appointment to professor.**
- 3. demonstrate a willingness to collaborate with MTSU colleagues to ensure a quality program**
- 4. demonstrate additional skills outside the primary focus area that are required by the position, and**
- 5. hold appropriate certifications/licenses required by the position.**

Additionally, candidates are reviewed specifically for the

1. quality of their teaching and

2. quality of their service/outreach related to their designated role.

Promotion Review for Clinical Track Faculty

Appointment to a higher rank may be recommended at the beginning of a new fixed term. Titles of ranks and requirements for promotion are:

Assistant Professor – MTSU Policy II:01:05B indicates the requirement for an assistant professor is an earned doctorate or terminal degree and other qualifications stated in the policy.

Associate Professor – MTSU Policy II:01:05B indicates the requirements for an associate professor is five years at assistant professor (or 5 years of equivalent experience) and other qualifications stated in the policy.

Professor – MTSU Policy 11:01:05B indicates the requirements for a professor requires five years at associate professor (or 10 years of equivalent experience) and other qualifications stated in the promotion policy.

Any appointment to a higher rank for clinical track faculty will occur at the beginning of a new fixed term once the criteria for the higher rank have been met.

**Approved:**

Karen S Ward 8/29/2011  
Karen S. Ward, Director, School of Nursing Date

Harold D. Whiteside 8/20/11  
Harold D. Whiteside, Dean, College of Behavioral and Health Sciences Date

Brad Bartel 9/2/11  
Brad Bartel, Provost, Division of Academic Affairs Date

Sidney A. McPhee 9-5-11  
Sidney A. McPhee, President, Middle Tennessee State Univeristy Date