

PROMOTION TO ASSISTANT PROFESSOR RECOMMENDATION FORM

NAME _____ DEPARTMENT _____

Minimum Criteria	Met	Not Met
<p>1. Except as noted below, the rank of assistant professor requires that a person shall hold an earned doctorate from an accredited college or university in a major appropriate to the teaching field. If the degree is outside a faculty member’s discipline, the department chairperson, dean, and provost shall determine whether the degree is appropriate to the teaching field, a determination that is normally made at the time of a faculty member’s initial appointment.</p> <p><i>[In certain special areas – as determined by the provost – in which professional achievement is of unusual importance, or in which personnel holding higher degrees are not available, the master’s degree, when accompanied by extensive, distinguished professional experience and/or a record of distinguished accomplishment, may meet the minimum requirement for the rank of assistant professor. The department chairperson, college dean, and provost are responsible for evaluating a candidate’s professional experience and record of their accomplishment. They are also responsible for determining whether the candidate’s degree is appropriate to the teaching field, if it is outside a candidate’s discipline. These determinations shall normally be made at the time of a faculty member’s initial appointment.]</i></p> <p><i>[When the earned doctorate is not normally available in a faculty member’s teaching field, other degrees - - for example, the M.F.A. - - may substitute for the earned doctorate. It shall be the responsibility of the department chairperson, dean, and provost to determine whether an earned doctorate is normally available in a faculty member’s initial appointment.]</i></p> <p><i>[A master’s degree (M.A. or M.S., or their equivalent degrees) plus thirty (30) semester hours beyond the master’s degree in a doctoral program at an accredited college or university may substitute for the earned doctorate. The graduate hours beyond the master’s degree shall be in that instructional discipline or related area, and the faculty member must have at least three(3) years of full-time collegiate experience in the instructional discipline or related area. These determinations shall normally be made by the department chairperson, college dean, and provost at the time of a faculty member’s initial appointment.]</i></p>		

