Proposed Criteria for Transition of FTT (Lecturer) Faculty Lines to Instructor Lines in the Department of Art and Design

As per university Policy 202, FTT Lecturer-rank faculty who wish to apply for transition to Instructor-rank lines in the department of art and design should meet the following criteria:

1. **Instructor**

   a. **Demonstrated ability in teaching and student development.**

      Documentation of abilities in teaching and student development should be provided by the following materials as relevant and appropriate to the discipline area of the faculty applicant:

      - Recent student evaluations of faculty member not to exceed previous two years
      - Examples of prepared course materials demonstrating faculty member’s ability to structure appropriate course curriculum, which SHALL include:
        - Recent course syllabi of classes FTT has taught at MTSU.
      
      Additional supporting materials MAY include:

      - Examples of student assignments and resulting works, teaching portfolios, writing samples, and other as relevant to teaching area(s).
      
      - Supporting Materials should be submitted in digital format.

      - Evidence of professional development efforts, which may include attendance at professional conferences, teaching workshops and webinars, scholarly presentations, exhibitions, and industry or other non-teaching professional experience as relevant to discipline.

      - Peer observation of teaching and student interaction.

   b. **Master's degree from an accredited institution in the academic discipline or related area.**
Faculty applying to transition to Instructor-lines should possess the minimum required degree, or terminal degree, and relevant experience for their discipline(s) as identified below:

- Studio or Applied Art: MA, MFA, or equivalent international degree in art.
- Art Education: MFA, MA, MS and three years K-12 teaching experience, with Ph.D or Ed.D plus three years K-12 teaching experience preferred.
- Art History: MA with ABD or Ph.D. preferred.
- Graphic Design: MA, MFA, or equivalent international degree, and relevant teaching and industry experience preferred.
- Art Appreciation: Faculty whose primary teaching assignment is in Art Appreciation should hold one or more of the above degrees as appropriate to their area(s) of specialization.

c. **Evidence of professional integrity.**

Faculty applying to transition to instructor lines should demonstrate evidence of professional integrity through adherence to all departmental and university policies, as evidenced by:

- Reliability in meeting assigned classes;
- Preparation and delivery of appropriate material as related to course curriculum;
- Successful integration of technologies as appropriate to assigned courses;
- Respect and attentiveness to students via email responses and in maintaining office hours.

**Advancement in Rank**

In addition to the above stated criteria, those wishing to advance within the instructor-track should meet the following additional requirements by rank:

2. **Senior Instructor**

Documented evidence of high quality teaching and contribution to student development with a minimum of six (6) years as an instructor/lecturer.

3. **Master Instructor**
Documented evidence of teaching excellence; education or commensurate experience; and superior contribution to student development. This rank is not a reward for long service; rather it is recognition of superior teaching and contributions to student development. Must have a minimum of four (4) years of experience at the senior instructor rank or ten (10) years of experience as an instructor/lecturer.