222 Adjunct Faculty Compensation

Approved by President

Sidney A. McPhee, President

Effective Date: _______________, 2019
Responsible Division: Academic Affairs
Responsible Office: University Provost
Responsible Officer: Associate Vice President, Academic Resources

I. Purpose

This policy establishes the procedure for setting part-time faculty compensation at Middle Tennessee State University (MTSU or University).

II. Guideline

A. Adjunct Faculty Compensation.

1. Part-time instructional personnel shall be paid on the basis of the number of credits granted toward the faculty load, which may differ from the number of student credit hours.

2. The University shall annually publish rates of compensation for adjunct faculty.

B. Criteria for assigning adjunct faculty to the four (4) levels is as follows:

<table>
<thead>
<tr>
<th>Level</th>
<th>Guidelines ¹</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>A master’s degree in the teaching discipline or a master’s degree with a concentration in the teaching discipline (minimum of eighteen [18] graduate semester hours in the teaching discipline) or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes.</td>
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<tr>
<td>2</td>
<td>Level 1 plus three (3) years of professional experience², or a terminal degree in the teaching discipline, or special qualifications for the teaching assignment, or limited availability of candidates for the assignment.</td>
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<tr>
<td>Level</td>
<td>Requirements</td>
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<tr>
<td>3</td>
<td>Level 1 plus six (6) years of professional experience, or a terminal degree in the teaching discipline, and three (3) years of professional experience, or unusual qualifications for the teaching assignment, or very limited availability of candidates for the assignment.</td>
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<tr>
<td>4</td>
<td>Level 1 plus nine (9) years of professional experience, or a terminal degree in the teaching discipline, and six (6) years of professional experience, or exceptional qualifications for the teaching assignment, or extremely limited availability of candidates for the assignment.</td>
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</tbody>
</table>

1 It is the Chair’s responsibility to justify and document the level at which a part-time faculty member is hired.

2 Experience may include professional, teaching, or research.

Forms: none.

Revisions: June 5, 2017 (original); __________, 2019.

References: none.