Department of World Languages, Literatures, and Cultures  
Criteria for Instructor Advancement

Evaluation for advancement of instructors will be the responsibility of the Instructor Advancement Committee.*

Proposed Criteria for Senior Instructor: 

Candidate must have six years of full-time collegiate experience in the academic discipline or related field as a lecturer, instructor, or in a comparable position.

a. Documented evidence of high quality teaching and contribution to student development, including:
   i. Student evaluations of past 3 years
   ii. Observations conducted by all members of the Instructor Advancement Committee, if available
   iii. Annual evaluations conducted by department chair of past 3 years
   iv. Letters of recommendation from faculty not on the Committee
   v. Additional materials including syllabi, exams, evidence of innovations in teaching, evidence of ongoing pedagogical training and professional development, teaching awards and other recognition.

b. Master's degree from an accredited institution in the academic discipline or related area.

c. Evidence of professional integrity:
   i. Effective pedagogical techniques
   ii. Engagement with students
   iii. Appropriate and effective assessment
   iv. Timely and useful feedback to students
   v. Incorporation of collaborative and experiential learning
   vi. Evidence of continuing education in the discipline

Proposed Criteria for Master Instructor: 

Candidate must have a minimum of four years experience at the rank of senior instructor or ten years of experience as a lecturer, instructor, or in a comparable position.

a. Documented evidence of teaching excellence and contribution to student development, including:
   i. Student evaluations of past 3 years
ii. Observations conducted by all members of the Instructor Advancement Committee, if available
iii. Annual evaluations conducted by department chair of past 3 years
iv. Letters of recommendation from faculty not on the Committee
v. Additional materials including syllabi, exams, evidence of innovations in teaching, evidence of ongoing pedagogical training and professional development, teaching awards and other recognition.

b. Master’s degree from an accredited institution in the academic discipline or related area. Terminal degree in the academic discipline or related area preferred, or equivalent professional experience.

c. Evidence of professional integrity:
   i. Effective pedagogical techniques
   ii. Engagement with students
   iii. Appropriate and effective assessment
   iv. Timely and useful feedback to students
   v. Incorporation of collaborative and experiential learning
   vi. Evidence of continuing education in the discipline

*Note: per policy 202-VIII-A, the instructor advancement committee is the Department’s T&P Committee: “For instructor-track and coordinator-track faculty, appointment to a higher rank may occur once the criteria for the higher rank have been met. Advancement in rank will follow the same calendar as promotion for tenured/tenure-track faculty and requires a recommendation from the Department Chair/Director, the department/school review committee, the college review committee, the Dean, the Provost, the President, and the Board of Trustees.*
Roger Pieroni
Dr. Roger Pieroni, Department Chair

Date 8/18/2020

Dr. Karen Petersen, Dean

Date 8/18/2020

Mark Byrnes
Dr. Mark Byrnes, Provost

Date 9-11-20

Dr. Sidney McInerny, President

Date 9/14/20