

**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.