

English Department Policy on Faculty Credentials  
Required to Teach General Education English Courses  
Version 1.1

Department of English  
Middle Tennessee State University

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## RECORD OF CHANGES

Date	Version #	Detail of Change(s)	Approval Details
11/14/18	1.0	Original submitted.	Approved without objection by English Department Faculty at departmental meeting.
05/05/20	1.1	Section 2.1 revised to clarify degree requirements. Section 2.2. revised to clarify professional teaching requirements.	Approved unanimously by English Department faculty.  Vote was conducted via email ballot because of COVID 19 social distancing requirements.

## **1.0 INTRODUCTION**

### **1.1 Summary**

This policy establishes the minimum credentials that a faculty member must possess to teach any of the courses that are administered through the MTSU English Department's Office of General Education English and by the Director(s) of General Education English.

### **1.2 Authority**

The faculty credential requirements established here address – in the context of General Education English courses – the mandate set forth in Section 6.2.a of the Southern Association of Colleges and Schools' *Principles of Accreditation* that “For each of its educational programs, the institution justifies and documents the qualifications of its faculty members.”

### **1.3 Scope**

These policies apply to all MTSU General Education English courses regardless of delivery mechanism (e.g. in-class, online, hybrid, on-campus, dual enrollment, etc.) and regardless of the type of academic appointment held by the faculty member who serves as instructor of record (e.g. Lecturer, Associate Professor, Adjunct Faculty, etc.).

General Education English courses include the following:

- English 1008
- English 1009
- English 1010
- English 1020
- English 2020
- English 2030

## **2.0 ACADEMIC CREDENTIAL REQUIREMENTS**

### **2.1 Degree Requirements**

#### **2.1.1 Primary Academic Disciplines**

At a minimum, a Master of Arts in English, Linguistics, Rhetoric & Composition or Professional/Technical Writing or a Master's of Fine Arts in Creative Writing from an accredited university is required to teach General Education English courses.

#### **2.1.2 Secondary Academic Disciplines**

If a faculty member has a master's degree in a closely related field such as Education, she/he must have at least 18 hours of graduate coursework in classes with English, Linguistics and/or Technical Writing prefixes.

#### **2.1.3 Writing Pedagogy Requirement**

Every faculty member who has not previously taught a General Education English course at MTSU must demonstrate at least 3 hours of graduate-level coursework that focuses on Writing Pedagogy prior to their initial appointment. Satisfactory completion of ENGL 6/7821 at MTSU fulfills the Writing Pedagogy requirement.

### **2.2 Professional Experience Requirements**

All faculty, regardless of the academic subject matter of their graduate degree, must be able to demonstrate experience in teaching at a college or university or they must be enrolled as a graduate student in MTSU's English Graduate Program.

### **2.3 Professional Development Requirements**

Faculty teaching General Education English courses are expected to attend Fall and Spring Curriculum Meetings.

They must demonstrate the ability to develop courses that meet the program objectives of MTSU's General Education English Office.

Faculty will also be asked to participate in ongoing professional development activities sponsored by the English Department in order to stay current with best practices in teaching writing.