

**FACULTY TEACHING ROSTER PEER REVIEW  
GUIDELINES**

REVISED: AUGUST 2022

The peer review of the Faculty Teaching Roster is intended to address the *adequacy and appropriateness* of a faculty member’s degree credentials and other qualifications in supporting teaching assignments. Peer reviewers render judgments in this regard after reviewing the entirety of the information reported for a faculty member. The following NSU credential guidelines are relevant to this review:

- ▶ Faculty teaching general education and undergraduate level courses:
  - Doctorate in the teaching discipline or,
  - Doctorate in a related field and a master’s degree with a concentration in the teaching discipline.
  - Masters degree in teaching discipline along with other experiences and qualifications that demonstrate appropriateness to teach the specific course in question.
  
- ▶ Faculty teaching graduate and professional courses:
  - Doctorate in the teaching discipline or related field in the teaching discipline and evidence of peer review recognition.
  - If the Doctorate is not in discipline then a Masters degree in the discipline and peer review scholarly/professional activity that document peer distinguished record in the course’s content.
  - Upon approval through Academic Affairs, Masters degrees that are considered terminal degrees and Masters degrees with certain certifications and qualifications may be considered acceptable.

Where the relationship between the discipline in which the degree was earned and the discipline in which courses are taught is not clear or deemed strong enough, the Other Qualifications presented for the faculty member may serve to complement or supersede the degree credentials. Examples of types of supporting statements and evidence presented as Other Qualifications that may be relevant to teaching assignments follow:

| <b>EVIDENCE OF SCHOLARSHIP IN-DISCIPLINE</b> |  |
|--|--|
| <b>Qualification Area</b>                    | <b>Examples of supporting statements and evidence</b>  |
| Scholarly publications                       | published in peer-reviewed, in-discipline journals [this statement may be accompanied by examples of recent publications, with full citations]       |
| Research experience                          | has conducted extensive research in-discipline   |
|  | was a principal investigator on a federally funded project [this statement may be accompanied by the award amount, funding entity, dates of project] |
|  | was a senior researcher on a corporate/foundation grant  |

| <b>EVIDENCE OF PEER RECOGNITION</b> |   |
|-------------------------------------|---|
| <b>Qualification Area</b>           | <b>Examples of supporting statements and evidence</b> |
| Peer Recognition                    | peer review presentation                              |
|                                     | honor award, etc                                      |

| <b>EVIDENCE OF PROFESSIONAL, IN-DISCIPLINE SERVICE</b> |   |
|--|---|
| <b>Qualification Area</b>                              | <b>Examples of supporting statements and evidence</b>   |
| Journal affiliation                                    | editor of in-discipline journal   |
| Organizational affiliation                             | officer in an in-discipline professional organization [this statement might be accompanied by the organization name and dates of service] |

| <b>EVIDENCE OF EXPERIENCE IN OVERSEEING STUDENT RESEARCH</b> |   |
|--|---|
| <b>Qualification Area</b>                                    | <b>Examples of supporting statements and evidence</b>   |
| Oversight of student dissertation research                   | dissertation committee chair/member [this statement might be accompanied by the number of committees on which the individual served in the respective roles, and the respective years of service] |
| Oversight of student thesis research                         | thesis committee chair/member [this statement might be accompanied by the number of committees on which the individual served in the respective roles, and the respective years of service]       |
| Oversight of student research                                | faculty research advisor [this statement might be accompanied by the number of students whose research was overseen and/or the number of years of service]  |

| <b>EVIDENCE OF PROFESSIONAL, LICENSURE/CERTIFICATION</b> |   |
|--|---|
| <b>Qualification Area</b>                                | <b>Examples of supporting statements and evidence</b>   |
| Licensure  | licensed [capacity in which licensed; licensure authority; year or period of licensure]           |
| Certification  | certified [capacity in which certified; certification authority; year or period of certification] |

| <b>EVIDENCE OF HONORS/AWARDS</b>   |  |
|------------------------------------|--|
| <b>Qualification Area</b>          | <b>Example of supporting statements and evidence</b>           |
| National recognition in discipline | Poet Laureate of [state, other entity during indicated period] |
|                                    | Fellow in National Organization                                |