



FACULTY CREDENTIALING

UNCSA OFFICE OF FACULTY AFFAIRS
SPRING 2017

UNCSA Faculty Qualification Requirements

- ▶ Faculty teaching **graduate level courses** must possess:
 - ▶ Earned doctorate/terminal degree in the teaching discipline or a related discipline or
 - ▶ Equivalent professional/experiential qualifications or
 - ▶ Equivalent combination of education and professional experience
- ▶ Faculty teaching **undergraduate level courses** must possess:
 - ▶ Earned doctorate or master's degree in the teaching discipline or
 - ▶ Earned master's degree with a minimum of 18 graduate semester hours in the teaching discipline or
 - ▶ Equivalent professional/experiential qualifications or
 - ▶ Equivalent combination of education and professional experience
- ▶ Faculty teaching **high school level arts courses** must possess:
 - ▶ Earned doctorate, master's, or bachelor's degree in the teaching discipline or
 - ▶ Earned bachelor's degree with a minimum of 24 semester hours in the teaching discipline or
 - ▶ Equivalent professional/experiential qualifications or
 - ▶ Equivalent combination of education and professional experience

Roles and Responsibilities

- ▶ Search Committee
 - ▶ Completes the *Credential Assessment for Faculty Hiring Recommendation* and forwards it to the Dean/Designee and the Admin.
- ▶ Dean
 - ▶ Communicates requirement for official transcripts and substantiating documentation to Candidate upon offer of employment.
 - ▶ Provides guidance to the Candidate regarding gathering supporting documentation or refers Candidate to Dean Designee, as applicable.
 - ▶ The dean will name a designee to complete the *Credential Assessment for Faculty Hiring Recommendation* when hiring visiting faculty. The designee may be the faculty member recommending the new hire, the department/discipline chair, or another faculty member who is qualified to assess the individual's credentials.

Credential Assessment for Faculty Appointment Recommendation

Credential Assessment for Faculty Appointment Recommendation

Name of Candidate:

Discipline:

Completed By:

Expected Date of Hire:

Classification: ☐ Multi-Year Contract Faculty ☐ Visiting Faculty

Date Completed:

Course Number & Title <small>Note (U) for undergraduate or (G) for Graduate</small>	Course Objective <small>From the approved course description in the UNCSA Bulletin</small>	Academic Degrees & Coursework Relevant to Course <ul style="list-style-type: none">• Include Major & Awarding Institution• List specific graduate coursework, if needed	Experiential Qualifications Related to Course <ul style="list-style-type: none">• Professional work experience• Professional licensure and certifications• Professional contributions and recognition• Include dates

Roles and Responsibilities

- ▶ Administrative Support Personnel (Business Officer, Executive Assistant, Administrative Assistant)
 - ▶ Complete the following information on the *Certification of Credentials & Qualification to Teach*:
 - ▶ Part I - Candidate Information
 - ▶ Part III - Credential Assessment
 - ▶ Course Number & Title
 - ▶ Course Objective
 - ▶ Verify supporting documentation is included and properly formatted
- ▶ Dean or Dean designee
 - ▶ Complete the following information on the *Certification of Credentials & Qualification to Teach* form:
 - ▶ Part II - Basis of Qualification
 - ▶ Part III - Credential Assessment
 - ▶ Academic Degrees & Coursework Relevant to Course
 - ▶ Experiential Qualifications Related to Course
 - ▶ Substantiating Documentation of Experiential Qualifications
 - ▶ Competency Analysis of Experiential Qualifications

Academic Degrees & Coursework Relevant to the Course

- ▶ List the earned academic degrees, diplomas, and certificates that help qualify the instructor to teach the listed courses.
- ▶ Indicate the discipline (concentration or major) of each degree, along with the institution that awarded the degree.
- ▶ Listing additional qualifications such as other specific course titles and number of semester hours awarded at the undergraduate or graduate level relevant to the courses assigned could also be helpful in building a case for qualified faculty.

Experiential Qualifications Related to the Course

- ▶ If necessary to establish adequate qualifications of faculty for courses assigned, list additional qualifications and other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes.
 - ▶ related work or professional experience
 - ▶ licensure and certifications
 - ▶ continuous documented excellence in teaching
 - ▶ honors and awards
 - ▶ scholarly publications and presented papers
- ▶ Indicate the dates of activity for these additional qualifications
- ▶ Not acceptable substantiating documentation – CV, personal website, or general letter of recommendation

The Old Form

Course #:	DRA 2271	Course Name:	MOVEMENT IIA & IIB
Course Objective <i>From the approved course description</i>			
Studio II continues the work accomplished in Studio I. Specific topics include jazz dance, tap dance, modern dance, ballroom dance, unarmed and armed combat, period style, physical comedy, and mask technique: character, neutral, and character ½ mask.			
Competencies <i>Provide rationale to support the individual's experiential qualifications and how those qualifications relate to the course objective(s) and contribute to effective teaching and student learning outcomes. Include related:</i> <ul style="list-style-type: none"> • Professional work experience that pertains to the course objective(s) • Professional licensure and certifications • Honors and awards • Excellence in creative activity/research and teaching • Professional contributions and recognition 			
In addition to the aforementioned teaching experience, [REDACTED] is highly qualified to teach Graham based modern, contemporary modern styles, ballet, and she possesses an outstanding jazz background. [REDACTED] concert dance experience includes ensemble roles with Alvin Ailey American Dance Theatre and The Martha Graham Dance Company, as well as major Broadway productions such as Motown the Musical, The Color Purple, and Fosse! 1 st National Tour & Japan. Her impressive career and evolution in the field of Musical Theatre Dance field enables her to provide students with a clearer objective of their goals as they continue the curriculum track in this branch of movement, which is vital to their development in the Drama program. Also to [REDACTED] credit and to the benefit of our students, since acquiring her BFA in Dance, [REDACTED] continues to engage in classes/workshops with The Martha Graham Center of Contemporary Dance, The Alvin Ailey School, Steps on Broadway, and Broadway Dance Center. Her guidance and expertise in the second year of study of movement is an immeasurable asset to our program.			
Substantiating Documents <i>Provide a list of documentation that verifies the experiential qualifications listed above. See "Guidelines for Substantiating Documentation for Certification of Experiential Qualifications" for guidance on examples of acceptable documentation.</i> <i>Upload the listed documents to your school folder on superman at \\superman\FASchools. The document title listed here must match the document title uploaded to superman. Name your documents with the unfamiliar reader in mind.</i>			
Contracts and other documents from professional portfolio (playbills): The Alvin Ailey American Dance Theatre; The Martha Graham Dance Company; Broadway Actor's Equity Association Contracts: Motown the Musical, The Color Purple, and Fosse.			

The New Form

PART III. CREDENTIAL ASSESSMENT

Course Number & Title	Course Objective From the approved course description in the UNCSA Bulletin	Academic Degrees & Coursework Relevant to Course <ul style="list-style-type: none">• Include major & awarding institution• List specific graduate coursework, if needed	Experiential Qualifications Related to Course <ul style="list-style-type: none">• Professional work experience• Professional licensure and certifications• Professional contributions and recognition• Include dates	Substantiating Documentation of Experiential Qualifications See Guidelines for Substantiating Documentation for Certification of Experiential Qualifications	Competency Analysis of Experiential Qualifications Describe how the experiential qualification qualifies the individual to teach the course objective(s).

The New Form

Course Number & Title Note (UT) for Undergraduate Transferrable courses and (G) for Graduate courses	Course Objective From the approved course description in the UNCSA Bulletin	Academic Degrees & Coursework Relevant to Course <ul style="list-style-type: none"> • Include major & awarding institution • List specific graduate coursework, if needed 	Experiential Qualifications Related to Course <ul style="list-style-type: none"> • Professional work experience • Professional licensure and certifications • Professional contributions and recognition • Include dates 	Substantiating Documentation of Experiential Qualifications See Guidelines for Substantiating Documentation for Certification of Experiential Qualifications	Competency Analysis of Experiential Qualifications Describe how the experiential qualification qualifies the individual to teach the course objective(s).
DRA 2271 – Movement (UT)	Studio II continues the work accomplished in Studio I. Specific topics include jazz dance, tap dance, modern dance, ballroom dance, unarmed and armed combat, period style, physical comedy, and mask technique: character, neutral, and character 1/2 mask.	BFA in Dance, SUNY-Purchase, 1993	<p>Performing:</p> <p><i>Motown the Musical</i>, ensemble, 2013-14</p> <p><i>The Color Purple</i>, principal character, 2005-2008</p> <p><i>Aida</i>, ensemble, 2001-2004</p> <p><i>Fosse</i> first national tour and Japan, ensemble/principal, 1999-2001</p> <p><i>Martha Graham Dance Company</i>, ensemble, 1995-1997</p> <p>Teaching:</p> <p>The New Studio on Broadway, Tisch School of the Arts/NYU, adjunct professor, 2013-2014</p>	<p>██████ – <i>Motown the Musical</i> contract</p> <p>██████ – <i>The Color Purple</i> playbill</p> <p>██████ – <i>Aida</i> playbill</p> <p>██████ – <i>Fosse</i> playbill</p> <p>██████ – <i>Martha Graham Dance Company</i> programs (NYC, Kennedy Center)</p> <p>██████ – Tisch/NYU contract</p>	██████ has performance experience in numerous Broadway productions, as well as in concert dance with Martha Graham. Her teaching experience includes movement work with BFA students at the renowned Tisch School of the Arts at NYU.

To complete: Admin

Admin

Dean/designee

Dean/designee

Dean/designee

Dean/designee

Course Number & Title Note (UT) for Undergraduate Transferrable courses and (G) for Graduate courses	Course Objective From the approved course description in the UNCSA Bulletin	Academic Degrees & Coursework Relevant to Course <ul style="list-style-type: none"> Include major & awarding institution List specific graduate coursework, if needed 	Experiential Qualifications Related to Course <ul style="list-style-type: none"> Professional work experience Professional licensure and certifications Professional contributions and recognition Include dates 	Substantiating Documentation of Experiential Qualifications See Guidelines for Substantiating Documentation for Certification of Experiential Qualifications	Competency Analysis of Experiential Qualifications Describe how the experiential qualification qualifies the individual to teach the course objective(s).
DRA 2271 – Movement (UT)	Studio II continues the work accomplished in Studio I. Specific topics include jazz dance, tap dance, modern dance, ballroom dance, unarmed and armed combat, period style, physical comedy, and mask technique: character, neutral, and character 1/2 mask.	BFA in Dance, SUNY-Purchase, 1993	Performing: <i>Motown the Musical</i> , ensemble, 2013-14 <i>The Color Purple</i> , principal character, 2005-2008 <i>Aida</i> , ensemble, 2001-2004 <i>Fosse</i> first national tour and Japan, ensemble/principal, 1999-2001 <i>Martha Graham Dance Company</i> , ensemble, 1995-1997 Teaching: The New Studio on Broadway, Tisch School of the Arts/NYU, adjunct professor, 2013-2014	██████ – <i>Motown the Musical</i> contract ██████ – <i>The Color Purple</i> playbill ██████ – <i>Aida</i> playbill ██████ – <i>Fosse</i> playbill ██████ – <i>Martha Graham Dance Company</i> programs (NYC, Kennedy Center) ██████ – Tisch/NYU contract	██████ has performance experience in numerous Broadway productions, as well as in concert dance with Martha Graham. Her teaching experience includes movement work with BFA students at the renowned Tisch School of the Arts at NYU.

Completing Part III: Credential Assessment

Experiential Qualifications Related to Course <ul style="list-style-type: none"> Professional work experience Professional licensure and certifications Professional contributions and recognition Include dates 	Substantiating Documentation of Experiential Qualifications See Guidelines for Substantiating Documentation for Certification of Experiential Qualifications	Competency Analysis of Experiential Qualifications Describe how the experiential qualification qualifies the individual to teach the course objective(s).
Performing: <i>Motown the Musical</i> , ensemble, 2013-14 <i>The Color Purple</i> , principal character, 2005-2008 <i>Aida</i> , ensemble, 2001-2004 <i>Fosse</i> first national tour and Japan, ensemble/principal, 1999-2001 <i>Martha Graham Dance Company</i> , ensemble, 1995-1997 Teaching: The New Studio on Broadway, Tisch School of the Arts/NYU, adjunct professor, 2013-2014	[REDACTED] – <i>Motown the Musical</i> contract [REDACTED] – <i>The Color Purple</i> playbill [REDACTED] – <i>Aida</i> playbill [REDACTED] – <i>Fosse</i> playbill [REDACTED] – <i>Martha Graham Dance Company</i> programs (NYC, Kennedy Center) [REDACTED] – Tisch/NYU contract	[REDACTED] has performance experience in numerous Broadway productions, as well as in concert dance with Martha Graham. Her teaching experience includes movement work with BFA students at the renowned Tisch School of the Arts at NYU.

Completing Part III: Credential Assessment when faculty member has a diverse teaching assignment

Course Number & Title	Course Objective From the approved course description in the UNCSA Bulletin	Academic Degrees & Coursework Relevant to Course <ul style="list-style-type: none"> • Include major & awarding institution • List specific graduate coursework, if needed 	Experiential Qualifications Related to Course <ul style="list-style-type: none"> • Professional work experience • Professional licensure and certifications • Professional contributions and recognition • Include dates 	Substantiating Documentation of Experiential Qualifications See Guidelines for Substantiating Documentation for Certification of Experiential Qualifications	Competency Analysis of Experiential Qualifications Describe how the experiential qualification qualifies the individual to teach the course objective(s).
MUS 0180 – Chamber Ensemble (HS)	Duets, Trios, Quartets, Quintets and small mixed ensembles as assigned by the studio teacher.	MM, Viola Performance, The Juilliard School, 1981			
MUS 0410 – Lessons: Viola (HS)	One hour per week of individual performance instruction.	MM, Viola Performance, The Juilliard School, 1981			
MUS 0411 – Master Class: Viola (HS)	Weekly performance class for the purpose of refining performance skills. Included are in-class performance and critique, as well as specialized studies related to the particular concentration of study.	MM, Viola Performance, The Juilliard School, 1981			

Completing Part III: Credential Assessment

Chamber Ensemble

MUS 6280: Chrysalis Chamber Music Institute Ensemble (G)	Intensive, regular chamber music rehearsal and weekly, one-hour coaching with Chrysalis Chamber Music Institute faculty and guests. Groups typically range from duos to quintets. Assignments made by the Institute faculty.	MM, Viola Performance, The Juilliard School, 1981	<u>Chamber Music performance:</u> International Musicians Seminar Open Chamber Music, Cornwall, England, 1985-present Chamber collaborations (selected) with noted performers Robert Levin, Rudolph Serkin, Mendelssohn Quartet	Scans of chamber music programs: Musicians Seminar performance in Wigmore Hall, London <ul style="list-style-type: none">• Robert Levin• Rudolph Serkin• Mendelssohn String Quartet	 continues to engage in chamber music performance nationally and internationally, collaborating with respected performers and in major venues.
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Completing Part III: Credential Assessment Lessons

MUS 6010 – Lessons: Viola (G)	One hour per week of individual performance instruction at an advanced level.	MM, Viola Performance, The Juilliard School, 1981	<u>Teaching experience:</u> Boston Conservatory, Viola Faculty, 2009-present Robert Schumann MusikHochschule, Dusseldorf, Germany, 2003-2009 Detmold Hochschule, Dortmund, Germany, 1997-2003 <u>Masterclasses:</u> University of Texas - Austin, 02/2016 University of Wisconsin - Madison, 12/2015 University of Iowa, 12/2015 Eastman School of Music, 11/2014	Boston Conservatory, teaching contract Schumann MusikHochschule, letter of engagement from Director Detmold Hochschule, teaching contract Masterclass program scans	[REDACTED] has 20 years of teaching experience on the university level, both in the US and in Europe. Selected recent masterclass activity includes engagement at noted US universities.
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