Preamble

The UWG Department of Music follows the "Procedures and Criteria for Promotion and Tenure" as contained in the current University of West Georgia (UWG) Handbook, Section 103.

Department of Music Evidentiary Sources for Promotion and Tenure
(listed in non-hierarchical order)

The mission of the Department of Music is to educate students through activities culminating in the creation, performance and promotion of music.

Area 1 – Teaching

"Because teaching is the most important function of a faculty member, the focus of evaluation instruments shall be on teaching and related duties" (UWG Handbook, section 103.06). The Department of Music recognizes teaching as the most important contribution in accordance with its mission statement.

A. Teaching – As documented in the teaching portfolio
B. Course/Curriculum Development – development of new programs, degrees, etc.

C. Student Achievement – student receives honors such as:
   a) Honors Recital
   b) Wright Scholars Concert
   c) academic awards
   d) competitions/auditions (concerto competitions, state or regional level)
   e) performance (significance, featured soloist)
   f) performs with or employed by professional company
   g) wins university-wide recognition (Big Night)
   h) paper presented before professional society
   i) performs leading role or soloist on-campus (with band, choir, opera workshop)
   j) soloist for community organization
   k) other

D. Faculty Achievement – student evaluations averaging 4 or higher, award for outstanding teaching

E. Supervision – teaching internship, directed independent study, recital programs, thesis

F. Scholarship Related to Teaching – performance, conducting, directing, coaching, research

G. Other
Area 2 – Service

The Department of Music regards Service as an integral component of the teaching process. Service insure the continuing success of the department through the professional service of the faculty.

A. Advisement – Student and student organizations
B. Clinician – Service as a guest clinician
C. Committee – Department, school, university
D. Community – Church, civic, school
E. Performances – On and off campus, student ensembles, solo recitals, accompanying
F. Recruitment – Visitation days, orientation/activity fairs, scholarship auditions, school visitations, touring
G. Collegiality – ability to function as member of team, respectful treatment of colleagues
H. Professional and Public Service - workshops organized & presented, adjudicator engagements, public speaking engagements, consultant services, recruiting, miscellaneous music activities
I. Other

Area 3 – Academic Achievement

The Department of Music recognizes a terminal degree or significant artistic achievement as necessary for continued faculty status.

A. Degrees Awarded – degree, school, years, terminal degree in the discipline
B. Certificates and Diplomas
C. Significant Artistic Achievement
D. Honors
Area 4—Professional Growth and Development

Music faculty fulfill the mission of the department through Professional Growth and Development. These activities offer students a valuable educational experience.

A. Achievements – Grants, honors, recognition, etc.
B. Adjudication – Invitation received for adjudication
C. Clinician Work – Guest artist, conductor, etc.
D. Creative Work – Compositions and arrangements: large ensemble, small ensemble, solo works, articles, books, projects, etc.
   I. Publishing of creative works:
      a. composition
      b. research
      c. recordings
   II. Other aspects of creative works:
      a. performances
      b. publication
      c. dissemination
E. Officer – In a professional organization
F. Public Performances and Presentations: Before learned societies and professional organizations:
   I. Performances:
      a. performance of ensembles
      b. director of productions
      c. director of festivals
      d. radio/television airings of recital performances or original compositions/works
   II. Presentations:
      a. conventions
      b. workshop clinician
      c. community organizations
G. Commissions
H. Editor or editorial board activities
I. In-House publications - manuals, guides, newsletters, promotional materials, etc.
J. Grant proposals funded – amounts
K. Other