

**Philosophy Hiring Process and Criteria for Part-Time  
Faculty [Approved December 2020; revised August 2022]**

This document supplements the College of Liberal Arts and Science's "Minimum Qualifications for New Part-Time Faculty" policy. The intention of this document is to specify minimum qualification expectations the Philosophy Department holds regarding Part-Time Faculty candidates beyond those stipulated in the CLAS document as well as to articulate when the department may make exceptions to these expectations.

The philosophy department's minimum qualifications for part-time faculty (PATFA) hires include:

- Ph.D. or ABD status in Philosophy or a closely related discipline by date of hire
- Academic preparation adequate for the courses to be taught
- Demonstrated ability to teach successful courses at the undergraduate level
- Preference for at least two years of college teaching experience

In exceptional cases and at the discretion of the chair and full-time faculty members, the department may consider potential PATFA hires: 1) holding doctoral level degrees in adjacent fields (e.g., law or medicine) if the course under consideration is directly relevant to that field and the potential hire has philosophically focused interests and/or experience; or, 2) holding a master's degree in philosophy or closely related field if the candidate also has demonstrated successes in teaching at the college level.

Materials to be reviewed for PATFA hires include a current CV. Review may also include at least one syllabus related to the possible teaching assignment, an interview, teaching portfolio materials (e.g., evaluations, teaching statement, etc.) and/or letters of reference.