



Division of Academic Affairs
SCHOOL of BUSINESS AND TECHNOLOGY
Department of Engineering and Aviation Sciences

Departmental Adjunct Faculty Policy on Faculty Credentials and Qualifications
(Draft)

Date: February 15, 2019

Hiring of adjunct faculty for the Department of Engineering and Aviation Sciences should abide by the UMES Policy for Employment of Adjunct Faculty (link: [https://www.umes.edu/uploadedFiles/ DEPARTMENTS/Academic Affairs/Content/UMES%20POLICY%20EMPLOYMENT%20OF%20ADJUNCT%20FACULTY%20FOR%20FEB%202013%20APPROVAL.pdf](https://www.umes.edu/uploadedFiles/DEPARTMENTS/Academic%20Affairs/Content/UMES%20POLICY%20EMPLOYMENT%20OF%20ADJUNCT%20FACULTY%20FOR%20FEB%202013%20APPROVAL.pdf), approved by President Feb 15, 2013) . However, due to the unique nature of the engineering program and the aviation science program in the department, specific requirements on adjunct faculty credentials and qualifications should be clearly stated.

1. Credentials and Qualifications for Engineering Adjunct Faculty

Master's degree in Mechanical Engineering, Aerospace Engineering, Electrical Engineering, Computer Engineering, or a closely related field is required. A doctorate degree in the specialization engineering areas is preferred. Prior teaching experience is strongly preferred. The successful candidate must have a commitment of undergraduate teaching and student advisement as well as participating in scholarly activity at the university level. Evidence of strong oral and written communication, computer and critical thinking abilities, and excellent presentation skills are required. The successful candidate must have the ability to work effectively and collegially with faculty and staff in the Department and University and with students from diverse ethnic, cultural, and socioeconomic backgrounds.

2. Credentials and Qualifications for Aviation Adjunct Faculty

Master's degree in Aeronautics or a closely related area is normally required, however, applicants with a Bachelor's degree in Aviation Science or Aerospace and a strong track record of outstanding aviation industry experience, credentials and professional certifications will be considered. Applicants with pilot certifications, certified flight or ground instructors, air traffic controllers, and those with other FAA certifications are preferred. The successful candidate must have a commitment of undergraduate teaching

and student advisement as well as participating in scholarly activity at the university level. Evidence of strong oral and written communication, computer and critical thinking abilities, and excellent presentation skills are required. The successful candidate must have the ability to work effectively and collegially with faculty and staff in the Department and University and with students from diverse ethnic, cultural, and socioeconomic backgrounds.

3. Credentials and Qualifications for Aviation Part Time Flight Instructor

Applicants must hold an FAA Flight Instructor Certificate with Airplane Single Engine Land rating. Instrument Airplane and Airplane Multiengine Land Instructor ratings are preferred. Applicants must hold at least a valid third class medical and must be able to deliver instruction to private pilot students in Piper PA-28 and Cessna 152/172 aircraft. Bachelor's degree in Aviation Science, Aeronautics or a closely related area is preferred. Applicants with Master's degrees strongly preferred. Evidence of strong oral and written communication, computer and critical thinking abilities, excellent presentation and student evaluation skills are required. The successful candidate must have the ability to work effectively and collegially with faculty and staff in the Department and University and with students from diverse ethnic, cultural, and socioeconomic backgrounds.

4. Adjunct Faculty Selection Process

All adjunct faculty candidates should apply for positions through UMES Human Resources by UMES Employment Policies. Applications will be reviewed by a departmental ad-hoc committee and be recommended to the Chair depending on the needs of the department.