2465 – Faculty Employment Qualifications

The College employs competent faculty members qualified to accomplish the mission and ends of the institution. When determining acceptable qualifications of its faculty, the institution gives primary consideration to the highest earned degree in the discipline in accord with the guidelines listed below. The College also considers competence, effectiveness, and capacity, including appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications. For all cases, the institution is responsible for justifying and documenting qualifications of its entire faculty.

Faculty teaching associate degree courses designed for transfer to a baccalaureate degree, and faculty teaching in professional, occupational or technical areas other than physical activity courses that are components of associate degree programs designed for college transfer:

Examples: English, Mathematics, Business, or Agriculture

master's degree with major in the teaching discipline; or
master's degree with a minimum of 18 graduate credits in the teaching discipline; or
faculty in programs that are accredited or approved by outside agencies shall have teaching credentials that meet the standards specified by that agency.

Faculty teaching in professional, occupational or technical areas that are components of associate degree programs not usually resulting in college transfer:

Examples: Hazardous Materials Management, Criminal Justice, Office Technology

baccalaureate degree; <u>or</u>
appropriate industry certifications specific to the career technical discipline; or
faculty in programs that are accredited or approved by outside agencies shall have teaching credentials that meet the standards specified by that agency.

Faculty teaching courses of specialized credit or non-credit courses (including physical education activity classes):

Examples: Military School and some Workforce Training & Community Education credit and non-credit offerings

Minimum of some college; or
specialized training or industry certification, with an emphasis on competence gained through work experience

Faculty teaching adult basic education courses below the collegiate level:

baccalaureate degree and attributes or experiences which help them relate to the particular needs of the adults they teach

Faculty teaching remedial programs:

baccalaureate degree in a discipline related to the teaching assignment and either teaching experience in a discipline related to the teaching assignment or graduate training in remedial education

Exceptions to the procedure may be made at the discretion of the Chief Academic Officer. If an exception is made, written justification will be filed in the faculty member's personnel file.

(Based on policy 1451; revised and approved by President on 9/29/10)