



POLICY NUMBER: SLCC-IS-108 (revision 1)

POLICY AND PROCEDURES MEMORANDUM

Title: Minimum Requirements for Faculty Positions

Approval Date: Sept. 5, 2012

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2014 (revision 1)

Cancellation: N/A

Office: Instructional Services/Academic Affairs

Minimum Requirements for Faculty Positions

Minimum Requirements for Courses in A.S., A.S. and Certificate of Applied Science (CAS) degree pathways:

- a Master's degree in the discipline, **or**
- a Master's degree with 18 graduate hours in the teaching discipline or the equivalent as determined by the college, utilizing appropriate justifications for credentials in the teaching discipline.

Minimum Requirements for Courses in A.A.S., Technical Diploma (TD), Certificate of Technical Studies (CTS) and Technical Competency Area (TCA) pathways:

A. Transferable Programs

- a Master's degree in the discipline, **or**
- a Master's degree with 18 graduate hours in the teaching discipline or the equivalent as determined by the college, utilizing appropriate justifications for credentials in the teaching discipline.

B. Nontransferable Programs

- a baccalaureate degree in the discipline and at least two (2) years of directly-related occupational experience, **or**
- an Associate's degree in the discipline and three (3) years of occupational experience and skill in the teaching discipline with verifiable academic credentials, qualifications, or competencies appropriate for teaching the course content*, **or**

- a relevant diploma or certificate in the discipline and four (4) years of occupational experience and skill in the teaching discipline with verifiable academic credentials, qualifications, or competencies appropriate for teaching the course content*, or
- at least five (5) years of occupational experience and skill in the teaching discipline with verifiable qualifications or competencies appropriate for teaching the course content*.

*Academic coursework, work experience, licenses, certifications, credentials, competencies, or other experiences appropriate for teaching the course content must be documented and justified.

Minimum Requirements for Courses in Learning Foundations pathways (Developmental Studies):

- a Master’s degree in the discipline, or
- a Bachelor’s degree in a discipline related to the teaching assignment and either teaching/occupational experience related to the teaching assignment or graduate training in developmental education.

Minimum requirements include relevant current professional certification and licensure in the field to be taught as well as other appropriate educational qualifications as determined by the relevant programmatic accreditation agency.

**Faculty must additionally demonstrate steady progress to attain an Associate’s Degree to be considered for continued employment. Steady progress is defined as successful completion of at least one college course per semester, including the summer, or nine credits per academic year.

Review Process:

| x | Reviewing Council/Entity | Approval Date | Effective Date | Date of Last Review & Revisions Approval |
|---|-------------------------------------|---------------------|---------------------|--|
| x | <i>Executive Committee Approval</i> | <i>Sept 5, 2012</i> | <i>Sept 5, 2012</i> | <i>June 5, 2014</i> |
| x | <i>Cabinet Approval</i> | <i>Sept 5, 2012</i> | <i>Sept 5, 2012</i> | <i>June 5, 2014</i> |
| x | <i>Chancellor Approval</i> | <i>Sept 5, 2012</i> | <i>Sept 5, 2012</i> | <i>June 5, 2014</i> |

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