2465 – Faculty Employment Qualifications

The College employs faculty members qualified to accomplish the mission and ends of the institution including delivery of quality education and training. When determining acceptable qualifications of its faculty, the institution follows the guidelines set forth by HLC (Higher Learning Commission). Additionally, the institution utilizes an approach that addresses instructional requirements outlined in programs designated with national and state accreditations and/or career technical programs that align with industry requirements for credentials and experience. For all employment outcomes, the institution is responsible for documenting qualifications of its entire faculty and utilizes a centralized credential system that ensures required qualifications are sought across all instructional divisions and areas of the College.

Adjunct faculty and faculty approved to teach dual credit courses are considered as contract staff and not as full benefits-eligible employees. Individuals hired as limited-term contract faculty must meet or exceed the minimum qualifications as set forth in the assumed practice of the HLC (Policy CRRT.B.10.020.

For detail regarding individual course qualifications, please refer to the Faculty Qualifying Credential document.

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.

Contact(s): Vice President of Instruction

Related Form(s):

Relevant Policy or Procedure(s): 1451 – Position Requirements

Approved by: President

Date: 10/8/07

Revision(s): 9/29/10; 7/21/16; 5/25/17 (minor revision)