

MANUAL OF POLICY

Title	Academic and Professional Credentials for Faculty	4151
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South Texas College recruits and employs the most competent faculty members qualified to accomplish the mission and goals of the institution.

When determining acceptable qualifications of faculty, the College will give primary consideration to the highest earned degree in the discipline in accordance with the guidelines listed below. The College will also consider competence, effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. The College assumes responsibility for justifying and documenting the qualifications of its faculty.

The College has adopted the Commission Guidelines for Faculty Credentials, published by the Southern Association of Colleges and Schools for defining faculty qualifications:

- a. Faculty teaching general education courses at the undergraduate level:
 - doctorate or master's degree in the teaching discipline or a doctorate or master's degree with a minimum of 18 graduate semester hours in the teaching discipline.
- b. Faculty teaching associate degree courses designed for transfer to a baccalaureate degree:
 - doctorate or master's degree in the teaching discipline or a doctorate or master's degree with a minimum of 18 graduate semester hours in the teaching discipline.
- c. Faculty teaching associate degree courses not designed for transfer to the baccalaureate degree:
 - a minimum of a bachelor's degree in the teaching discipline, or associate's degree and demonstrated competencies in the teaching discipline.
- d. Faculty teaching baccalaureate courses:
 - doctorate or master's degree in the teaching discipline or a doctorate or master's degree with a minimum of 18 graduate semester hours in the teaching discipline.

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In addition, the College will hire faculty that meet or exceed the following minimum qualifications for Certificate and Developmental courses:

- a. Faculty teaching certificate courses that are not included in an associate degree:
 - certificate of completion and significant demonstrated work experience.
- b. Faculty teaching certificate courses that are included in an associate degree:
 - associate's degree and demonstrated competencies in the teaching discipline.
- c. Faculty teaching developmental courses:
 - bachelor's degree in the teaching discipline related to their teaching assignment and either classroom experience in a discipline related to their teaching assignment or graduate semester hours in education.

It is the responsibility of the Search Committee to recommend prospective full time regular faculty finalists to the respective Division Dean for consideration. The names of the recommended candidates are then forwarded to the Office of Human Resources for transcript evaluation and to document that the candidates meet the requirements as established by the Commission Guidelines for Faculty Credentials, published by the Southern Association of Colleges and Schools and the College policies and procedures regarding academic and professional credentials for faculty. Following the evaluation and documentation by the Office of Human Resources, the names of the final candidates are forwarded to the Vice President for Academic Affairs for final selection of the candidate.

All degrees earned by faculty and which fulfill the requirements of the Southern Association of Colleges and Schools Principles of Accreditation must be from a regionally accredited institution and the College is committed to recruiting and selecting faculty whose highest degree is earned from a broad representation of regionally accredited institutions.

Aside from the aforementioned guidelines which represent commonly-accepted good practice for the academic qualifications of faculty, the College concurs with the Commission on Colleges that qualifications other than academic credentials (or combined with credentials) may be appropriate for teaching particular courses. For this reason, the College has put in place procedures for the review of faculty qualifications when justifications are deemed appropriate.