

Academic Policy Handbook

Instructor Qualifications

Minimum qualifications for all new instructional faculty employed by or contracting with the college, are set forth below. Instructor qualifications specified here do not apply to Community Education or Continuing Education instructors.

1. Lower Division Collegiate and English for Speakers of Other Languages instructors shall meet one of the following sets of criteria as recommended by the appropriate SAC:
 - a. hold a master's degree in the subject area (or hold a master's degree in a related area and have completed at least 30 quarter hours of graduate credit in the subject area), or
 - b. have a high level of demonstrable competency gained through a combination of study, teaching experience, and/or professional performance in the subject area and/or have the qualifications set by the licensing or accrediting organization for the subject area.
2. Career and Technical Education instructors shall meet one of the following sets of criteria as recommended by the appropriate SAC:
 - a. hold a master's degree in the subject area (or hold a master's degree in a related area and have completed at least 30 quarter hours of upper division credit in the subject area) and have a minimum of three years of recent full-time nonteaching experience in the subject area, or
 - b. hold a bachelor's degree in the subject area (or hold a bachelor's degree in a related area and have completed at least 30 quarter hours of upper division credit in the subject area) and have a minimum of four years of recent full-time nonteaching experience in the subject area, or
 - c. hold an associates' degree in a career or technical field or in the subject area, whichever is more appropriate, and have a minimum of five years of full-time nonteaching experience in the subject area, or
 - d. have a high level of demonstrable competency gained through a combination of study, teaching experience, and/or professional performance in the subject area, and/or have the qualifications set by the licensing or accrediting organization for the subject area, and have a minimum of five years of recent full-time nonteaching experience.
3. Developmental Education and Adult Basic Education instructors shall meet one of the following sets of criteria as recommended by the appropriate SAC:
 - a. hold a master's degree in an appropriate subject area, e.g., developmental education,

- special education, adult education, reading, mathematics, or English, and have recent experience working with disadvantaged students, or
- b. have a high level of demonstrable competency gained through a combination of study, teaching experience, and/or professional performance in the subject area and/or have the qualifications set by the licensing or accrediting organization for the subject area.
- 4. Instructors in all subject areas in which academic credentials are required shall have completed their education at institutions accredited by commissions associated with or similar to the Northwest Commission on Colleges and Universities.
 - 5. Subject Area Committees (SACs) may recommend alternative or additional qualifications, e.g., professional registration or familiarity with special equipment, processes, or computer software.
 - 6. The process for recommending changes to Instructor Qualifications is explained in S701.

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