

**Date Updated and Published:** June 2017**Revision History:****Review:** Annually**Last Date Reviewed:** December 2019**POLICY**

Bethel University shall employ faculty whose academic credentials meet or exceed SACS-COC guidelines, located at:

<http://www.sacscoc.org/pdf/081705/faculty%20credentials.pdf>

The guidelines provide:

- a. Faculty teaching general education courses at the undergraduate level: doctorate or master's degree from an institution accredited by an agency recognized by the U.S. Department of Education in the teaching discipline or master's degree with a concentration in the teaching discipline (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 from an institution accredited by an agency recognized by the
- c. U.S. Department of Education in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- d. Faculty teaching baccalaureate courses: doctorate or master's degree from an institution accredited by an agency recognized by the U.S. Department of Education in the teaching discipline or master's degree with a concentration in the teaching discipline (minimum of 18 graduate semester hours in the teaching discipline).
- e. Faculty teaching graduate and post-baccalaureate course work: earned doctorate or terminal degree from an institution accredited by an agency recognized by the U.S. Department of Education in the teaching discipline or a related discipline.

- f. Other required qualifications as stipulated by specialty accreditation or regulatory agencies.

The University does not offer any non-transfer associate level courses or employ graduate teaching assistants.

In the event a faculty member does not meet these guidelines and is considered for employment or assignment to a course, the Alternative Faculty Credentials Policy shall apply (see Policy 5.050).

### **PROCEDURE**

Prior to the beginning of every academic term, the academic officers will review faculty for courses to be taught in that term. A master list of courses and faculty qualified to teach such courses may be substituted for the pre-term review, as long as the master list of courses is updated as new faculty are added.

The Chief Academic and Compliance Officer will independently review rosters every term. Compliance is mandatory.

### **RESPONSIBLE PARTIES**

Academic Deans and/or designees of the colleges, Chief Academic and Compliance Officer

### **PUBLICATION**

Faculty Handbook, University website