

# Lewis & Clark Standards for Instructor Qualifications

The following standards are based upon ICCB requirements and will be used to assess an instructor's qualifications to teach courses, with the final approval resting with the College's Chief Academic Officer. (NOTE: Determination of minimum faculty credentials must occur based on each course. This is necessary given the variability of course content within subject and program areas. It is also important to note that many courses are similar amongst ICCB colleges, however there may be differences in course learning outcomes that necessitate slightly different faculty qualifications requirements. ICCB guidelines and standards supersede the generalized statements we have established.)

## Baccalaureate Courses (generally those courses that fall in PCS 1.1)

Master's degree in the field of study being taught in the course with eighteen (18) graduate hours of content. Also acceptable is a Master's degree in any discipline with eighteen (18) graduate hours appropriate to the academic field of study or discipline of the course being taught (Does not include discipline-based education degrees or courses). A master's degree in the appropriate discipline is preferred.

## Career and Technical Courses (generally those courses that fall in PCS 1.2)

Appropriate credential or certifications in the field (e.g., for welding, AWS certifications) and a minimum of 2000 hours of work (not teaching) experience in the field associated with the course. All work experience must be outlined in a resume and verifiable.

## Dual Credit Courses

Dual credit instructors shall be qualified under the same standards as all other College faculty. At no time will dual credit instructor qualifications exceed those of a college's full-time or adjunct faculty.

- High school instructors teaching dual credit baccalaureate courses (PCS 1.1): Master's degree in the field of study being taught in the course with eighteen (18) graduate hours of content. Also acceptable is a Master's degree in any discipline with eighteen (18) graduate hours appropriate to the academic field of study or discipline in the course in which they are teaching (Does not include discipline-based education degrees or courses). A master's degree in the appropriate discipline is preferred.

- High school instructors teaching dual credit career and technical education courses (1.2 PCS): the appropriate credential in the field (e.g., for welding, AWS certifications) and a minimum of 2,000 hours of directly related work (not teaching) experience in the field being taught. All work experience must be outlined in a resume and verifiable.
- High school instructors teaching dual credit courses who do not meet the faculty credential standards may teach dual credit courses if the instructor has a professional development plan to raise his or her credentials to be in line with the aforementioned requirements. The following are in effect:
  - The instructor shall qualify for a professional development plan if the instructor has a Master's degree in any discipline and has earned 9 graduate hours in a discipline in which he or she is currently teaching or expects to teach; or is a fully licensed instructor in career and technical education who is halfway toward meeting the institution's requirements for faculty in the discipline to be taught and agrees to demonstrate his or her progress toward completion as outlined in the professional development plan.
  - All undergraduate coursework must be earned from a nationally accredited institution in courses associated with the discipline in which the instructor will teach. All graduate coursework must be earned from a nationally accredited institution in courses at the graduate level in either the specific discipline or professional education studies. Graduate-level courses taken as part of and counting towards an undergraduate degree do not qualify to be counted toward the minimum eighteen (18) graduate hours, as they have already been counted towards another degree.