

## SACS FACULTY CREDENTIAL REQUIREMENTS

Course Type	Course Numbers	Required Credentials
Developmental	0** level	-Baccalaureate degree in a <u>discipline RELATED</u> to the teaching assignment  ****AND****  -Either teaching experience in a <u>RELATED discipline</u> OR graduate training in remedial education
Lower Level Undergraduate <i>(toward associate degree NOT designed for transfer to baccalaureate degree)</i>	100 and 200 level	-Baccalaureate degree in teaching discipline  ****OR****  -Associate degree <u>AND</u> demonstrated competencies in the teaching discipline
Lower Level Undergraduate <i>(toward associate degree designed for transfer to baccalaureate degree)</i>	100 and 200 level	-Doctoral or Master's degree in the teaching discipline  ****OR****  -Master's degree <u>with a concentration in the teaching discipline</u> <b>(MUST have minimum of 18 GRADUATE semester hours in the teaching discipline)</b>
Lower Level Undergraduate <i>(toward baccalaureate degree)</i>	100 and 200 level	-Doctoral or Master's degree in the teaching discipline  ****OR****  -Master's degree <u>with a concentration in the teaching discipline</u> <b>(MUST have minimum of 18 GRADUATE semester hours in the teaching discipline)</b>
Upper Level Undergraduate*	300 and 400 level	-Doctoral or Master's degree in the teaching discipline  ****OR****  -Master's degree <u>with a concentration in the teaching discipline</u> <b>(MUST have minimum of 18 GRADUATE semester hours in the teaching discipline)</b>
Graduate / Post-baccalaureate	500 level and above	-Doctorate/terminal degree in teaching discipline or related discipline
Graduate Teaching Assistants		-Master's in the teaching discipline  ****OR****  -18 graduate semester hours in the teaching discipline AND direct supervision by a faculty member experienced in the teaching discipline, regular in-service training, and planned and periodic evaluations

\*NOTE: At least 25% of the discipline course hours in each undergraduate major MUST be taught by faculty members holding the terminal degree - usually the earned doctorate - in the discipline.

**IMPORTANT:** If a faculty member does not meet the guidelines stated above, and he/she is considered **QUALIFIED BY EXCEPTION**, the department head **MUST** complete a Faculty Qualification by Exception form and submit it to proper authorities for approval/signatures. This exception form **MUST** state specific reasons why the faculty member is qualified to teach the course(s). Please do **NOT** re-state degree information that is already noted on the faculty roster. Please note that **ONLY** qualifications specifically related to the course(s) being taught should be stated on the exception form.

SACS Core Requirement 3.7.1 states: "...The institution also considers 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. For all cases, the institution is responsible for justifying and documenting the qualifications of all its faculty."