

# AURORA UNIVERSITY

## Faculty Qualification Policy

**Effective:** Immediately

**Last Updated:** 2/9/22

**Responsible University Office:** Office of Academic Affairs

**Responsible Executive:** Vice President for Academic Affairs

**Approval:** Faculty Senate 5/6/22

**Scope:** All full-time and part-time faculty; departmental chairs; academic deans.

### A. REASON FOR POLICY

The Higher Learning Commission Criterion for Accreditation 3.C.3 and Assumed Practice B.2.a-c stipulate the guidelines for faculty qualification to teach. The following policy aligns with the Higher Learning Commission’s revised guidelines for faculty qualifications set forth in Criterion 3-Core Competency 3.C. and Assumed Practice B.2., effective 9/1/2017.

### B. POLICY

**Qualified Faculty will satisfy one of the following:**

1.	RGDA	Graduate degree <u>relevant</u> to the course topic, and <u>above</u> the course level being taught	
2.	GDA	Graduate degree <u>above</u> the course level being taught, but <u>not related</u> to the course topic, <u>plus</u> one of the following Equivalent Academic (EA) or Equivalent Experience (EE) qualifiers:	
		EACR	EA Specialized Credit Hours - At least 18 graduate credit hours relevant to the course topic
		EEPP	EE Professional Practice – A least 5 years of full time equivalent work, or clinical experience that is directly related to specific course material
		EEAS	EE Academic Scholarship - At least 5 years of research experience that is directly related to specific course material, which is documented by contractual arrangement or peer reviewed publication
		EECL	EE Professional Certification/Licensure - A terminal certification/licensure in the discipline ( <i>e.g.</i> CPA, LCSW) and at least 3 years of experience directly related to specific course material
3.	RGD	Graduate degree <u>related</u> to the course topic, but <u>not above</u> the course level being taught, <u>plus</u> one of the following Equivalent Academic (EA) or Equivalent Experience (EE) qualifiers:	

		EEPP	EE Professional Practice – A least 5 years of full time equivalent work, or clinical experience that is directly related to specific course material
		EEAS	EE Academic Scholarship - At least 5 years of research experience that is directly related to specific course material, which is documented by contractual arrangement or peer reviewed publication
		EECL	EE Professional Certification/Licensure - A terminal certification/licensure in the discipline ( <i>e.g.</i> CPA, LCSW) and at least 3 years of experience directly related to specific course material
		EATD	EA Terminal Degree Program - Terminal Graduate degree equal to the course level being taught
4.	GD18	Graduate degree <u>not related</u> to the course topic, and <u>not above</u> the course level being taught, <u>plus</u> at least 18 graduate credit hours relevant to the course topic <u>and</u> one Equivalent Experience (EE) qualifier:	
		EEPP	EE Professional Practice – A least 5 years of full time equivalent work, or clinical experience that is directly related to specific course material
		EEAS	EE Academic Scholarship - At least 5 years of research experience that is directly related to specific course material, which is documented by contractual arrangement or peer reviewed publication
		EECL	EE Professional Certification/Licensure - A terminal certification/licensure in the discipline ( <i>e.g.</i> CPA, LCSW) and at least 3 years of experience directly related to specific course material
5.	BDA	Undergraduate degree with approved petition form – Valid for one term	

### C. DEFINITIONS

### D. PROCEDURES

This faculty qualification policy is applied to all full-time and part-time faculty under the supervision of the Office of Academic Affairs, in collaboration with the department chairs and academic deans.

Faculty are evaluated for qualification by the department chair and/or academic dean, at the point of course assignment. The Office of Academic Affairs reviews assigned qualifications as needed to ensure compliance with the Faculty Qualification Policy, and communicates any concerns with the academic department and school.