

STEPHEN F. AUSTIN
STATE UNIVERSITY

Office of the General Counsel

POLICY SUMMARY FORM

Policy Name: Academic and Professional Qualifications

Policy Number: 7.1

Is this policy new, being reviewed/revised, or deleted? Review/Revise

Date of last revision, if applicable: 10/28/2019

Unit(s) Responsible for Policy Implementation: Provost and Executive Vice President for Academic Affairs

Purpose of Policy (what does it do): This policy provides qualifications for academic and professional teaching roles.

Reason for the addition, revision, or deletion (check all that apply):

- Scheduled Review Change in law Response to audit finding
 Internal Review Other, please explain:

Please complete the appropriate section:

Specific rationale for new policy: N/A

Specific rationale for each substantive revision: Minor edits.

Specific rationale for deletion of policy: N/A

Additional Comments:

Reviewers:

Academic Affairs Policy Committee
Lorenzo Smith, Provost and Executive Vice President for Academic Affairs
Damon Derrick, General Counsel

Academic and Professional Qualifications

Original Implementation: April 20, 1999

Last Revision: ~~October 28, 2019~~ January 30, 2023

The selection, development, and retention of competent faculty are essential to providing students a ~~high-quality~~ high-quality education. Stephen F. Austin State University will follow requirements established by accrediting bodies and state agencies.

Full-time and part-time faculty members teaching credit-earning courses leading toward the baccalaureate degree, other than activity courses, normally must have completed at least 18 graduate semester hours in the content discipline and, at a minimum, hold a master's degree from an accredited institution.

Qualifications for Clinical Teaching Field Supervisors must meet the standards outlined in Texas Administrative Code Chapter 228, Requirements for Educator Preparation Programs.

Each faculty member teaching courses at the master's degree level normally must hold a terminal degree from an accredited institution, usually the earned doctorate, in the content or related discipline. A master's degree in the content discipline coupled with a doctoral degree in a related discipline may be appropriate. It is the responsibility of the academic unit head to justify the master's degree, or master's degree in the content discipline coupled with a related doctorate, as the terminal degree for faculty members teaching in those disciplines. All faculty members teaching courses at the doctoral degree level normally must hold a terminal degree from an accredited institution in the content or related discipline. Outstanding professional experience and demonstrated contributions to the content discipline may be presented in lieu of formal academic qualifications. In rare cases, graduate faculty who have demonstrated exceptional scholarly or creative activity, or professional experience, but who may not possess the required academic credentials may be considered.

Graduate teaching assistants who have primary responsibility for teaching a course for credit and for assigning final grades must have earned at least 18 graduate semester hours in the content discipline, be under the direct supervision of a faculty member experienced in the content discipline, and be evaluated periodically within the academic unit.

Appropriate documentation and justifications must be provided by the academic unit head. Appropriate documentation includes official transcripts and, if applicable for demonstrating competence, official documentation of professional and work experience, technical and performance competency, records of publications, certifications, and other qualifications. Appropriate documentation must be kept current and on file in the Office of the Provost and Executive Vice President for Academic Affairs.

Cross Reference: ~~Faculty Handbook~~; Southern Association of Colleges and Schools; Graduate Assistantships (6.12); Academic Appointments and Titles (7.2); Terminal Degrees (7.30); 19 Tex. Admin. Code §-*Ch. 228.2(16)*.

Responsible for Implementation: Provost and Executive Vice President for Academic Affairs

Contact for Revision: Provost and Executive Vice President for Academic Affairs

Forms: Faculty Credential Certification

Board Committee Assignment: Academic and Student Affairs Committee

Revision History: October 28, 2019
 April 12, 2016
 April 23, 2013
 April 20, 2010