



**NORTHERN  
PENNSYLVANIA  
REGIONAL COLLEGE**

Policy: NPRC-3310: Professional and Educational  
Requirements for Instructors

Origination: 5-3-2018

Approved: 08-30-2018

Effective: 08-30-2018

Reviewed: 07-10-2020

Last Updated: 07-10-2020

## **Subject: Professional and Educational Requirements for Instructors**

### **1. PURPOSE**

The policy establishes professional and educational requirements for instructors who teach credit-bearing courses.

### **2. SCOPE AND APPLICABILITY**

This policy is applicable to all instructors of academic courses.

### **3. REFERENCES – None**

### **4. DEFINITIONS - None**

### **5. POLICY**

5.1 Instructors of general education courses and courses meeting requirements for AA and AS degrees shall meet one of the following standards:

5.1.1 Have a master's degree in the discipline or sub-field of study in which they teach OR an M.Ed. and a bachelor's degree in the field in which they teach.

5.1.2 Have a master's degree in a related cognate field with a minimum of 18 graduate hours specific to the discipline

5.1.3 Have a master's degree in a related field with a minimum of 6 graduate hours specific to the discipline and have:

5.1.3.1 A minimum of two years or four academic terms of any combination of teaching discipline-specific courses at the college level or discipline-specific Advanced Placement courses at the secondary level

- 5.1.3.2 A minimum of five years of discipline-specific teaching experience at the secondary level in grades 7-12 and a valid professional teaching license recognized by the Commonwealth of Pennsylvania at the secondary level for grades 7-12 specific to the discipline
  - 5.1.3.3 Industry-related certifications and/or documented professional experience that correlate to at least 75% of the instructional content of the course.
- 5.2 Faculty and other professionals who provide instruction for major or specialization courses at the certificate or associate degree level in an Associate of Applied Science degree program shall meet one of the following standards:
- 5.2.1 Have a bachelor's degree in the field in which they teach
  - 5.2.2 Have an associate's degree or higher in the field in which they teach and two or more years of combined additional training and professional experience with documented competence in the field or program area in which they teach
  - 5.2.3 Have industry-related certifications and two or more years of documented professional experience correlating to the entirety of the instructional content of the course.
- 5.3 Faculty and other professionals who teach support courses at the pre-college level shall meet one of the following standards:
- 5.3.1 Have a bachelor's degree in the discipline of study in which they teach
  - 5.3.2 Have a bachelor's degree in a related cognate field with a minimum of 12 credit hours specific to the discipline
  - 5.3.3 Have a bachelor's degree and
    - 5.3.3.1 A minimum of three years or six academic terms of any combination of discipline-specific teaching experience at the secondary level in grades 7-12; OR
    - 5.3.3.2 A minimum of three years or six academic terms of discipline-related teaching experience at the secondary level in grades 7-12 and a valid professional teaching license recognized by the Commonwealth of Pennsylvania at the secondary level for grades 7-12 specific to the discipline

- 5.4 Faculty and other professionals who teach credit-bearing courses required as part of an academic program that maintains national accreditation or state licensure must also meet all minimum credentials required by the accrediting or licensing body.
- 5.5 Exceptions to the professional and educational requirements for instructors outlined in this policy are permitted only with written authorization of the Vice President for Academic and Student Affairs.

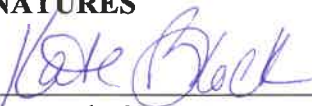

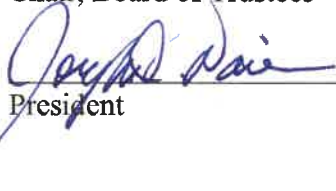

**6. RESPONSIBILITIES AND TIMELINES**

- 6.1 The Dean of Curriculum and Instruction or designee of the Vice President for Academic and Student Affairs is responsible for reviewing and certifying instructor credentials.
- 6.2 The Vice President for Academic and Student Affairs is responsible for assuring compliance with this policy.

**7. REVIEW STATEMENT**

- 7.1 This policy shall be reviewed on a regular basis as set forth in College’s policy governing policy review.

**8. SIGNATURES**

 _____	 _____
Chair, Board of Trustees	Date
 _____	 _____
President	Date