

FACULTY QUALIFICATIONS

Approval Authority	President
Responsible Executive	Vice-President Administration
Related Policies / Legislation	Board policy direction Board and Senate Relationships (BPD-235) <i>University Act, s.35.2 (6)(i) & 27 (2)(i)</i>

POLICY

UFV will undertake to ensure that the professional/academic qualifications of faculty are appropriate for the nature and level of all instruction offered by this institution.

All new program and course proposals should include a statement of how current faculty meet the instructional requirements and/or recommended qualifications if additional faculty are required.

REGULATIONS

1. When program proposals (including minors, significant changes, etc.) are submitted to the Senate, departments will include a brief summary of the credentials and expertise required by faculty in order to offer a high quality program. They should then indicate how their own faculty resources meet these needs, and what further hiring would be required to ensure that the personnel needs are met.
 2. As new courses are proposed to the Undergraduate Education Committee and/or the Graduate Studies Committee, departments will note what credentials/expertise are required in teaching the course, indicating the resources within their own faculty to meet this requirement.
 3. Within departments, when individual faculty propose to teach a course for the first time, the departments (the members of which will exclude any department member proposing to teach a course for the first time) should review the appropriateness of the teaching assignment according to the following guidelines. Normally, the department would use a Standing SAC to conduct such a review.
 - 3.1. What minimum credentials or expertise are necessary for effective teaching of the content of this course?
 - 3.2. What do custom and past practice dictate in our institution (for example, Masters' degree or equivalent, recent scholarly work, Journeyman's certificate)?
 - 3.3. What qualifications are normally required at other, similar institutions, for teaching this course at this level?
 - 3.4. (d) If the credentials or expertise are not immediately apparent or "standard," what other demonstrated expertise or scholarly or field-related work does the faculty member have in the particular area of the course content? (An example here might be a certain kind of business law practiced by someone who has no degree in business, but which would be highly appropriate as a qualification for a given course.
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