Contents

SACSCOC recognizes that a faculty member's qualifications for a particular teaching assignment may include or may rest on professional or artistic accomplishments, licensures and certifications, and a

Terminal degree in teaching discipline

A person who has earned a terminal degree in the teaching discipline is qualified to teach graduate courses in that discipline. In consultation with deans and chairs, FAU's Provost has determined the list of terminal degrees appropriate to the instruction offered in FAU's highly variable academic units.   (See   for a list of all terminal degrees recognized by FAU for its academic units.)

The list of terminal degrees associated with each academic unit specifies the terminal degree that qualifies

committee and the institution.   In all cases, the accomplishments must be independently verified.   For all accomplishments cited, the hiring authority should be prepared to provide the level of documentation required for the promotion and tenure portfolio, as this provides the best guide to comprehensive documentation of accomplishments.   All documentation must be on file in the academic unit, available for review upon request by dean or provost.]

The chair/director completes the documentation of qualifications for the instructional assignment.   If the dean finds the documentation to be appropriate, it is forwarded to the Provost.   The Provost (advised by a faculty review committee) will determine whether the narrative of accomplishments provides sufficient clear and compelling evidence that the person is qualified for the instructional assignment.

No Terminal degree completed

Without exception, doctoral courses must be taught by individuals who have completed Terminal degrees.

In order to teach other (non-doctoral) graduate courses, an individual must either hold a completed Terminal degree or the individual's credential must be established through Alternate Credentialing (outlined below).

Undergraduate instruction

Terminal degree within the teaching discipline

Instructors holding a terminal degree in the teaching field are qualified for any instructional assignment within that field, provided that their chair/director has concluded that they have either the graduate training or have acquired the knowledge base for the particular course.   In all cases, chairs of departments and directors of schools are responsible for ensuring that faculty members are assigned to courses, directed independent studies, and honors theses solely within their areas of expertise. FAU assumes that professional development is an on-going responsibility of full-time faculty.   Professional development appropriately includes the development of new fields of competency as well as staying current in the fields of one's graduate study.

Master's degree or terminal degree outside the teaching discipline

Instructors who hold a master's degree and faculty or who hold a terminal degree outside the teaching field (i.e., related discipline) must document their qualifications to teach a particular course through graduate coursework and/or a record of substantial and current accomplishments in the field of the teaching assignment.   The hiring authority would need to provide one or both of the following:

- Documentation of 18 graduate semester credits of coursework that can serve as the basis for the instructional assignment.

  [Note: Documentation must be appropriate to the course being taught. Credits must be documented by course prefix/number, course name, year in which the credits were earned, and the institution/degree program in which they were earned. An official transcript (or, in the case of a foreign degree, an approved agency's evaluation of the equivalency of the

Alternate Credentialing

In General

Florida Atlantic University recognizes that the best interests of the students may, at times, be served by instruction delivered by someone who has not taken the typical academic route to developing her or his ability to effectively teach a particular subject. As SACSCOC 3.7.1 states: "When determining acceptable qualifications of its faculty, an institution gives primary consideration to the highest earned degree in the discipline…. The institution also considers competence, effectiveness, and capacity, including, as appropriate, undergradorueu.P0.1(t)-4/55(t)0.7(ea)-2.8(r)-1.8(-3y(s)-3.5( )-5.5(a)-t.9(f)-4.0.6(i)-13c)4.2(t.4(

or beyond that which is usually established by a terminal degree in the field (for both graduate and undergraduate courses) or a master's degree in the field (for undergraduate courses). In general, alternate credentialing is not appropriate for courses involving academic research or theory.

- *Specific Requirements:* Policies must provide specific guidance regarding qualifications and documentation supporting the following:
    - *Depth of Experience*: An instructor must possess a depth of experience in the field that clearly substantiates competence, effectiveness, and a capacity to teach courses in the field. Such experience is primarily evidenced by the length of experience in a particular field. However, recognizing that some fields are "new", other criteria may be considered, such as influential work in the field.
    - *Currency of Experience*: An instructor must demonstrate that they remain current and active in their fields with currency measured against the term in which a course is to be taught.
    - *Other Requirements that a College/Department mandates*: Colleges and Departments may establish requirements in addition to those set forth above including requirements related to demonstrable excellence in teaching and requirements designed to meet accreditation requirements of other accrediting bodies.
    - *Review of Credentials*: Primarily because currency of experience is a required component of alternate credentialing, policies must specify a time period for which alternate credentialing to teach a particular course is valid. If an instructor continues to teach an alternate credentialing course beyond the specified time, the policy must require a review of the instructor's credentials.
- *Documentation:* Policies must provide guidance as to the specific documentation required to support alternate credentialing. For example, if professional certifications are required, specific certifications from specific governmental, regulatory or other bodies mtw[(re)1.8()-1.if.3(to)2.3(e-1.5

their evaluation in the database. Instructor credential is either "passed" or "not passed" upon initial review.

A "pass" indicates that the instructor's credential information meets FAU credentialing guidelines. In this case, no further information is required and an instructor's course assignment proceeds.

If an instructor's credential is "not passed," additional information is required to support credential and/or required documentation must be submitted to the Provost's office. In these situations, the affected Chair/Director is contacted and support and/or documentation must be provided such that the instructor's credential may be "passed." If an instructor's credential cannot be "passed", the Provost's office is alerted and the instructor's course assignment may be revoked.

Alternate Credentialing Review: If Alternate Credentialing is used to establish and instructor's credential, the Vice Provost will review.

Terminal Degree for each discipline taught in Anthropology
Ph.D. Anthropology
Ph.D. Archaeology

Terminal Degree for each discipline taught in Arts and Humanities
This is an interdisciplinary degree offered through the departmental degree programs. The appropriate degree would depend upon the content of the discipline but would be an earned doctorate in one of the humanities, arts or social science disciplines, or an MFA in one of the arts disciplines.

Terminal Degree for each discipline taught in English
Ph.D. in English or related interdisciplinary field (Composition, Rhetoric, Creative writing, Comparative Literature), MFA in Creating Writing.

Additional terminal degrees specific to area of study:
> African-American Literature, Literature of Africa and African Diaspora: Ph.D. in Black Studies, Ph.D. in Africana (or African) Studies, Ph.D. in African Diaspora Studies
> American Latino/a Literatures: Ph.D. in Latino/a Studies, Ph.D. in Chicano/a Studies
> American Literature: Ph.D. in American Studies
> Ancient Literature: Ph.D. in Classics
> Asian or Asian-American Literature: Ph.D. in Asian Studies
> Jewish-American Literature: Ph.D. in Jewish Studies
> Linguistics: Ph.D. in Linguistics
> Literary Theory, Critical Theory, Aesthetic Criticism, Literary Criticism: Ph.D. in Philosophy
> Native American Literature or Indigenous Studies: Ph.D. in Native Studies, Ph.D. in Indigenous Studies
> Literature of/about/by Women: Ph.D. in Women's Studies

Terminal Degree for each discipline taught in History
Ph.D. in History

Additional terminal degrees specific to area of study (A Ph.D. in any disciplinary or interdisciplinary degree related to course subject matter):
> American History: Ph.D. in American Studies (or similar field)
> Asian History: Ph.D. in Near Eastern Studies, Ph.D. in Asian Studies (or similar field)
> European History: Ph.D. in European Studies (or similar field)
> Jewish History: Ph.D. in Jewish Studies (or similar field)
> Jewish Studies: Ph.D. in Jewish Studies (or similar field)
> Latin Am History: Ph.D. in Latin American Studies, Ph.D. in Latin American History,
> Women's History: Ph.D. in Women's Studies (or similar field).
> World History: Ph.D. in Global Studies (or similar field)

Mass Communication
Rhetoric and Communication

Master of Fine Arts in Playwriting
Master of Fine Arts in Production and Design
Master of Fine Arts in Production Design and Technology
Master of Fine Arts in Properties Technology
Master of Fine Arts in Scene Design
Master of Fine Arts in Scenic Technology and Design
Master of Fine Arts in Sound Design
Master of Fine Arts in Stage Design
Master of Fine Arts in Stage Management
Master of Fine Arts in Technical Direction
Master of Fine Arts in Technical Production
Master of Fine Arts in Theatre
Master of Fine Arts in Theatre for Young Audiences
Master of Fine Arts in Writing for Performance Program
Master of Letters and Master of Fine Arts in Shakespeare and Performance

Terminal Degree for each discipline taught in Information Technology and Operations Management
DBA or Ph.D. in Information Systems
DBA or Ph.D. in Computer Science
DBA or Ph.D. in Industrial Engineering
DBA or Ph.D. in Operations Management
DBA or Ph.D. in Management with Major, Concentration or Dissertation in Information Systems, Computer Science or Operations Management
DBA or Ph.D. in Business Administration with Major, Concentration or Dissertation in Information Systems, Computer Science or Operations Management

Additional terminal degrees specific to area of study:
      <u>Digital Marketing:</u> DBA or Ph.D. Marketing
      <u>Information Security:</u> DBA or Ph.D. Information Security
      <u>Operations Management:</u> Ph. D. Industrial Engineering, Ph.D. Operations Management
      <u>Statistics:</u> Ph.D. Mathematics, Ph.D. Statistics, Ph.D. Economics (quantitative emphasis), and Ph.D. in Decision Science

Terminal Degree for each discipline taught in Management, Leadership and Entrepreneurship
DBA or Ph.D. in Management
DBA or Ph.D. in Business Administration

Additional terminal degrees specific to areas of study:
      <u>Business Communications:</u> Ph.D. Communication, Ph.D. English, Ph.D. Rhetoric, DBA or Ph.D. in Business Communication (Major, Concentration or Dissertation in Organizational Communication), MFA Writing / Creative Writing
      <u>For courses related to Organizational Behavior /Business Psychology:</u> Ph.D. in Psychology
      <u>For GEB or HR courses:</u> Ph.D. Public Management/Administration, Ph.D. or Ed.D. Educational Leadership / Higher Education Management.
      <u>Motion Pictures Management:</u> DBA or Ph.D. in Motion Pictures Management, MFA or Ph.D. Communication, MFA or Ph.D. Film, MFA or Ph.D. Mass Media
      <u>Sports Administration:</u> DBA or Ph.D. Sports Management

Terminal Degree for each discipline taught in Marketing
DBA or Ph.D. in Marketing
DBA or Ph.D. in Business Administration with Major, Concentration or Dissertation in Marketing
DBA or Ph.D. in Advertising, Communications or Public Relations

Terminal Degree for each discipline taught in Educational Leadership and Research Methodology Studies
Ed.D, Ph.D. in Counselor Education/School Counseling and Guidance Services
Ed.D, Ph.D. in Curriculum and Instruction
Ed.D, Ph.D. in Educational Leadership and Administration
Ed.D, Ph.D. in Higher Education/Higher Education Administration
Ed.D, Ph.D. in International and Comparative Education
Ed. D, Ph.D. in Parks, Recreation and Leisure Studies
Ed.D, Ph.D. in Trade and Industrial Teacher Education
Ed.D., Ph.D. in Educational Psychology
Ed.D., Ph.D. in Research Methodology
Ed.D., Ph.D. in Adult and Community Education

Terminal Degree for each discipline taught in Exceptional Student Education
Ed.D.,Ph.D. Exceptional Student Education
Ed.D., Ph.D. Special Education
Ed.D., Ph.D. Early Childhood Education
Ed.D., Ph.D. Education
Ed.D., Ph.D. Curriculum and Instruction
Ed.D., Ph.D. Educational Administration
Ed.D, Psy.D., Ph.D. Educational Psychology
Ed.D., Ph.D. School Psychology
Ed.D., Ph.D. Elementary Education
Ed.D., Ph.D. Gifted Education
Ed.D., Ph.D. Childhood Education
Ed.D., Ph.D. Childhood Development
Ed.D., Ph.D. Kindergarten or Preschool Education
Ed.D., Ph.D. Child Studies
Ed.D., Ph.D. Human Development

Terminal Degree for each discipline taught in Exercise Science and Health Promotion
Ph.D. Exercise Physiology
Ph.D., Ed.D. Health/Physical Education
Ph.D., Ed.D. Health Science

Terminal Degree for each discipline taught in Teaching and Learning

Terminal Degrees Identified by Course Header:

Terminal Degree for each discipline taught in Computer and Electrical Engineering and Computer Science
Ph.D. in Computer and Information Sciences
Ph.D. in Electrical, Electronics and Communications Engineering
Ph.D. in Computer Engineering
Ph.D. in Computer Sciences
Ph.D. in Software Theories
Ph.D. in Systems Engineering
Ph.D. in Mathematics for courses related to computer science such as databases, algorithms, programming languages, computer science theory
Ph.D. in Statistics for courses related to computer science including software engineering, performance modeling, performance evaluation, probability and statistics

Terminal Degree for each discipline taught in Ocean and Mechanical Engineering
Ph.D. in Acoustics Courses to be taught by this terminal degree include: EOC 3306, EOC 6317C)
Ph.D. in Aeronautical and Astronau Tf0.004cal EncRnering

Ph.D. in Aerina1rnnaab9s4ogrereSy te t2(r)1.7(s

Ph.D. Mechanical Engineering
Ph.D. Civil Engineering
Ph.D. in Mechanical and Aerospace Engineering
Ph.D. in Naval Architecture and Offshore Engineering
Ph.D. Ocean Engineering
Ph.D. in Engineering Science
Eng. Sc.D in Ocean Engineering
Ph.D. in Applied Mathematics for courses related to modeling of processes such as fluid dynamics, analytical modeling, and so on

The terminal degrees for courses offered by the Honors College are determined with reference to the Colleges and Departments related to those courses. For example, the terminal degree(s) for English courses are determined under the criteria set forth by the College of Arts and Letters English Department, the terminal degree(s) for

Terminal Degree for each discipline taught in Nursing
Ph.D. in Nursing
DNP Doctor in Nursing Practice
DNS or DNSc Doctor of Nursing Science
ND Doctor of Nursing
Ed.D in Nursing

Terminal Degree for each discipline taught in Biological Sciences
Ph.D. in Biology/Biological Sciences/Integrative Biology
Ph.D. in disciplines relevant to course being taught that are within **Biological Sciences** 1rc5(n Ay)9t7(e)65(gi)2.11gi)2.5uBr5(ne s5(ne c)3.9(es

Terminal Degree for each discipline taught in Military Science
M.S. in Aerospace/Military Science or in other military science discipline
Credentialing is based on a combination of education, military experience and training, years of military service and rank

Terminal Degree for each discipline taught in Freshman Studies
Ph.D. or Ed.D. in one of the following:
        Adult Education
        College Student Personnel
        Counseling
        Counseling Psychology
        Curriculum & Development
        Curriculum & Instruction
        Education Administration
        Educational Leadership
        Educational Psychology

C1:   Dorothy F. Schmidt College of Arts and Letters

C2:   College of Business

C3:   College for Design and Social Inquiry
        C3A: Public Administration

C4:   College of Education
        C4A: Exercise Science & Healthcare Promotion

C5:   College of Engineering and Computer Science

C6:   Harriet L. Wilkes Honors College

C7:   oxn. ( )TjC7IW

The policy set forth below is for use for all departments in the Dorothy F. Schmidt College of Arts and Letters. No individual departments have adopted their own alternate credentialing policies.

We in the Dorothy F. Schmidt College of Arts and Letters value not only our faculty's contribution to their academic fields but also to diverse communities and the world at large. Many of our faculty achieve distinction through contributions outside of academia—through, for example, creative achievement in art, music, theatre, dance, and creative writing or through significant extihft d, -5.7(c)1.2(001 Tw.219 T7(

graduate level courses in the field. This depth of experience can be evidenced by a combination of at least two of the following criteria:

a.   Extensive experience working in the field. We recognize that "extensive" is a vague term but necessarily so given that some candidates may belong to fields that are just emerging or that are relatively new (multimedia journalism, digital animation, and digital humanities, for example). Departments should make a case for the extensiveness of the candidate's work in relation to each field's particular mil.2(a0 Tc31.2O.4222)w04.8(i)-0.6(t)-3.7h(e)0.7(r)-0.7( )-5.5(yn)-6.1(p(r)-0.7 o)-3.1(v)-1.5id(ing)-4.4()w04.8ived t(e)0.7( )-5.5(c)2.2 adite'-12.4(s)-2.4()w04.8xrer es(c)2.3lo(s)-2.4instet(w)-0.8i t(o)-3(t)-3.8(he)0.7(r)-0.7(fd)-647(a)-1.9icu bothiem ét0)(3)71oSsC2(y (a)-1.9ic)2.2(c)2.3(r)-0.8(e)-4.7di(t)1.7(e)-4.8d disti(t)1.7uu-.5(t)161(lo)-6n(s)-2.5 i(b)-5.1( )-5.5(t)1.

All candidates must be members of the Graduate Faculty, as specified in the Graduate College Governance Document, sections II.B and II.C. In cases of new faculty members, credentialing and admission to the Graduate Faculty may be pursued simultaneously, though credentialing will not be granted if the candidate is denied admission to the Graduate Faculty. In stipulating this condition, we recognize that the process of admission to the Graduate Faculty is rigorously determined by those best qualified to assess a candidate's qualifications while also acknowledging the need to maintain the standards of accreditation as specified by SACSCOC.

Recertification

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The policy set forth below is for use for all departments in the College of Business. No individual departments have adopted their own alternate credentialing policies.

1. Compliance with AACSB Faculty Qualification and Engagement Standards
   Faculty must have the educational and/or professional background(s) to be classified into one of the four faculty qualification categories recognized by AACSB: Scholarly Academic, Practicing Academic, Scholarly Practitioner, or Instructional Practitioner. (See COB's AACSB Faculty Qualification Standards – attached). These faculty standards demonstrate depth, currency, and relevance of one's professional and scholarly background and require continued maintenance. The exception to this requirement is an individual qualified under item 2.a.i below. Currency of experience is also assured as part of the AACSB standards.   Over a rolling five-year period a faculty member must demonstrate current publication(s), professional, or scholarly activity (from the categories of scholarly publications, scholarly activities, professional/practice publications, professional leadership activities, or other professional engagement) as outlined in Appendix A in the COB Faculty Qualifications and Engagement Standards policy (pp. 4-5).

2. Depth of Experience for Graduate Instruction
   Consistent with SACSCOC's *Principles of Accreditation* section 3.7.1, all candidates must show a

3. Graduate Faculty Membership
   In recognition of the time required for the review process, new hires are required to request Graduate Faculty status during their first term teaching (excluding summer). Graduate faculty membership must be maintained to continue teaching at the graduate level beyond the first term.

In similar fashion to the graduate alternate credentialing process, departments desiring to employ faculty to teach undergraduate courses without a Masters degree and 18 graduate credit hours related to the teaching discipline must provide a packet to the Dean's office, where it will be evaluated and, if approved, forwarded to the Provost's office for final review. The packet should include a memo summarizing the qualifying credentials of the candidate, a current CV for the applicant, and supplemental material as needed to indicate compliance with the COB Faculty Qualifications and Engagement Standards (attached). Departments are advised to begin this process as soon as possible, as delays may prevent faculty from teaching at the graduate level.

As noted in the standards, for those without a related terminal degree "a faculty member must have either five (or more) years of recent professional experience or a related and currently valid professional licensure or certification (CPA, CFP, Bar licensing) by a governmental agency or professional association related to teaching responsibilities, combined with the master's degree ... alternatively, faculty who have previously met this criterion at another institution or other institutions AND who have continuously maintained their SP or IP qualification ... will be considered SP or IP at the time of hire."
The standards require, over a rolling fivelu-04ei.4(io)-cl   I

If approved, graduate faculty status (full or associate memberships) will be valid for five years or until the candidate is due for renewal, whichever comes first. For undergraduate and graduate

The College for Design and Social Inquiry (CDSI) houses graduate and undergraduate programs that award professional degrees that necessitate coursework in multiple disciplines. Two concerns are addressed in this policy statement, one having to do with credentialing according to relevant practical expertise, and the other having to do with credentialing to accommodate multi- and interdisciplinary terminal degr8-0.6(i)-1-0.-3(c)-2-5.7(gr)-1.7(mi)-1rkna.I.6(l0n.7( )]TJ0S t)1.6(.7(k)1)-5.1(d t)1d pe ons oe-0.8(t)s es5(e)0.8(

- Publication(s) in professional and/or scholarly publications (including conference proceedings, and similar professional and/or scholarly outlets).

_____: At the time that an instructor is first appointed, if certification is required, that certification must be current. Further, during all terms when an instructor is teaching, s/he must maintain current certification.

At the time that an instructor is first appointed, if teaching or professional experience is required, that experience must be recent. The instructor must have been teaching or working in the designated field within one year of his/her initial appointment.

_____For each requirement for alternate credentialing, documentation must be collected and maintained. Official transcripts are required for degrees. Copies of certificates are required for any certificates. If certificates expire, current certificates must be provided. Proof of required professional experience is required for experience. Copies of publications or abstracts are required for publications.

_____If approved_____ under this policy, an instructors credentials will be valid for five years. For recertification, documentation establishing that the candidate continues to meet credentialing criteria must be collected and maintained.

This College has not adopted an Alternate Credentialing Policy for the entire College.

The Alternate Credentialing Policy for the Exercise Science and Healthcare Promotion ("ESHP")

_____ A comprehensive exercise course designed to instruct students to the exercise techniques and philosophy of Joseph H. Pilates.

1. Current certification from a recognized Pilates organization (One such certifying organization is Pilates PMA), and

_____ Introduction and practice in the martial art of Karate.

1. BS Degree, and
2. At least 3 years of Karate teaching experience in one of the martial arts styles, and
3. Black Belt from that style of martial arts.

Karate represents a well-established form of exercise/movement that is very unique. Individuals with a Black Belt in Karate are highly trained and more than capable to deliver the content and skills related to this fitness activity.

_____: This course is designed to introduce students to yoga. The class includes theory and

_____: Instruction and practice in the elementary forms of swimming.

1. BS Degree, and
2. Current Lifeguard Certification (American Red Cross), and
3. Current Water Safety Instructor Certification (American Red Cross). This certification is the gold standard for the field.

Instructors in swimming must be able to address the specific requirements and safety concerns of this form of exercise. What is most relevant is the content-specific and safety training offered by these highree.nt6(r)-1.7(a)-2.9(c)1.2(t)0.7(i)-7(c)1.3(e)-5.8(i)-1.67.1(t001 T1 mo59(c)1.r)-1.

No alternate credentialing policies have been adopted by the College or any of its Departments.

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