

HIGHLAND COMMUNITY COLLEGE
GENERAL PERSONNEL POLICY

SUBJECT: Faculty Credentialing

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BOARD OF TRUSTEE APPROVAL: 12/13/23

EFFECTIVE DATE: 12/23/23

Qualified, effective instructors are essential to carry out the institution's mission and ensure the quality and integrity of its academic programs. The purpose of this policy is to define credentialing standards and other requirements for all Highland Community College faculty.

Definitions:

Achievement of academic credentials: Achievement of academic credentials means that an instructor possesses an academic degree relevant to what they are teaching and at least one level above the level at which they teach, except in programs for terminal degrees. In terminal degree programs, an instructor possesses the same level of degree. In the context of general education courses, or other non-occupational courses, achievement of academic credentials typically means that an instructor holds a master's degree or higher. Generally, this degree is in the discipline or subfield in which the instructor is teaching. If an instructor holds the degree in a discipline or subfield other than that in which they are teaching, the individual has completed a reasonable amount of coursework in the discipline or subfield in which they teach, as defined by the institution.

Progress toward academic credentials: Progress toward academic credentials means demonstrable, current, and consistent progress toward the academic credential(s) deemed relevant by the institution for an instructor to be qualified. It is expected that an instructor who is qualified as a result of progress toward academic credentials will not permanently be qualified on that basis; rather, the instructor will eventually be qualified on another basis. An instructor who is qualified based on progress toward academic credentials has access to and engages with resources that the institution provides to support their teaching. This could include, for example, professional development opportunities or opportunities to collaborate with other qualified faculty members who are not qualified based solely on progress toward academic credentials.

Equivalent experience: Equivalent experience means experience that is commensurate with achievement of academic credentials such that it qualifies an instructor for the instruction. This could include through a minimum threshold of experience; research and/or scholarship; recognized achievement; and/or other activities and factors. Equivalent experience may differ by discipline or program. Previous years of classroom instruction does not alone constitute equivalent experience.

Policy:

1. Faculty credential requirements are based on requirements from HCC's institutional accreditor, the Higher Learning Commission (HLC).
2. Human Resources, Vice President for Academic Affairs (VPAA), and/or Vice President for Technical Education (VPTE), and/or appropriate College Administration will reference the HLC credentialing standards/requirements and Academic Credentialing Chart when approving instructors to teach all modalities for HCC.
3. The VPAA/VPTE or appropriate administrator will complete the Instructor Approval Form specifically noting instructor credentials as they relate to the Academic Credentialing Chart. Achievement of academic credentials, progress toward academic credentials, and equivalent experience will be considered in instructor approval. Preference will be given to those with Master's level credentials and, for technical programs, industry certification/experience. Final determination on appropriate credentialing for a specific course(s) is at the discretion of the VPAA/VPTE and/or College Administration.
4. The reviewing administrator will note on the Instructor Approval Form specific courses and/or content areas in which the faculty member is approved to teach on the Instructor Approval Form.
5. The Instructor Approval Form will be added to the instructor's file in Human Resources.
6. The VPAA/VPTE or assigned staff member will notify the instructor of their approval or denial to teach a course(s) for HCC via email. The notification email will be copied to the Human Resource Manager and appropriate Academic Administration.
7. The faculty member will notify the VPAA and/or immediate supervisor of additional obtained credentials. The VPAA/VPTE will review those credentials when received and alter the Instructor Approval Form as appropriate.
8. If a faculty applicant is within 6 months of completing required credentials, they may apply for a Credential Waiver. Academic Administration will review the waiver and determine if the applicant qualifies for provisional approval. Failure to complete the credentials in the allotted timeframe will result in removal from the faculty hiring pool. The faculty applicant can submit additional credentials for consideration at a later date.

Highland Community College
Academic Credentialing Chart

Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
A	<p>Full Approval:</p> <p>Master's degree in Art -OR- Master's degree with at least 18 GCH in combination of the qualifying fields that provide a foundation in the specific subject matter being taught. -OR- Bachelor's degree in Art or Art Education AND 5+ years of professional experience teaching Art in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Art or Art Education AND 3 - 4 years of professional experience teaching Art in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Art or Art Education AND 5+ years of professional experience</p>	<p>Art Art Education Art History Graphic Arts/Design</p>	<p>To teach <u>applied</u> courses, such as ceramics, painting, or photography, instructor must possess at least a bachelor's degree and a combination of formal art training and professional tested experience.</p>

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	teaching Art in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.		
AB	<p>Full Approval:</p> <p>Master's degree in Agriculture -OR- Master's degree with at least 18 GCH in combination of the qualifying fields that provide a foundation in the specific subject matter being taught. -OR- Bachelor's degree in Agriculture or Agriculture Education AND 5+ years of professional experience teaching Agriculture in secondary education (grades 9-12) AND at least 12 GCH in the discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Agriculture or Agriculture Education AND 3 - 4 years of professional experience teaching Agriculture in secondary education (grades 9-12) AND at least 12 GCH in</p>	<p>Agriculture Agricultural Education Agronomy Animal Science</p>	

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Agriculture or Agriculture Education AND 5+ years of professional experience teaching Agriculture in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		
BS	<p>Full Approval:</p> <p>Master's degree in Biology -OR- Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. -OR- Bachelor's degree in Biology or Biology(related) Education AND 5+ years of professional experience teaching Biology in secondary education (grades 9-12) AND at least 12 GCH in the discipline completed.</p> <p>Provisional Approval:</p>	<p>Biology (all types) Biochemistry Biomedical Sciences Botany Environmental Sciences Horticulture Marine Biology Microbiology Science Education Virology Zoology</p>	<p>Nutrition courses: Master's degree with at least 18 GCH in Nutrition/Dietetics/Sports Nutrition OR specific professional experience in Nutrition/Dietetics/Sports Nutrition -OR- Bachelor's degree in Nutrition/Dietetics with professional experience teaching Nutrition in secondary education.</p>

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	<p>Bachelor's degree in Biology or Biology (related) Education AND 3 - 4 years of professional experience teaching Biology in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Biology or Biology (related) Education AND 5+ years of professional experience teaching Agriculture in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		
BUS	<p>Full Approval:</p> <p>Master's degree in Business ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Business or Business Education AND</p>	<p>Business Business Administration Business Education Accounting Economics Finance Management Entrepreneurship Management Administration (<i>all types</i>) Business Administration Leadership Marketing</p>	<p>Accounting- Master's degree in Accounting or Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught or at least a bachelor's degree in accounting and current CPA, CMA, CFA, or other accounting certification.</p>

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	<p>5+ years of professional experience teaching Business in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Business or Business Education AND 3 - 4 years of professional experience teaching Business in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Business or Business Education AND 5+ years of professional experience teaching Business in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>	<p>Advertising Public Relations</p>	
BUS-Economics	<p>Full Approval:</p> <p>Master's degree in Economics/Finance</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18</p>	<p>Economics Finance Management Econometrics Administration</p>	<p>Must have at least 9 GCH in economics.</p>

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Business or Business Education AND 5+ years of professional experience teaching Economics in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Business or Business Education AND 3 - 4 years of professional experience teaching Business in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Business or Business Education AND 5+ years of professional experience teaching Business in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		

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CHM	<p>Full Approval:</p> <p>Master's degree in Chemistry ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Chemistry or Science Education with 5+ years of professional experience teaching Chemistry in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Chemistry or Science (related) Education AND 3 - 4 years of professional experience teaching Chemistry in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p>	<p>Chemistry Biochemistry Chemical Engineering Pharmacology Science Education</p>	

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>Bachelor's degree in Chemistry or Science (related) Education AND 5+ years of professional experience teaching Chemistry in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		
CJ	<p>Full Approval:</p> <p>Master's degree in Criminal Justice</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Criminal Justice with 5+ years of professional experience in Criminal Justice (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Criminal Justice AND 3 - 4 years of professional experience teaching Criminal Justice in</p>	<p>Criminal Justice Law (JD) Psychology Social Work Sociology</p>	<p>To teach <u>applied</u> courses, such as criminal investigation, instructor must possess at least a bachelor's degree and a combination of formal training and professional tested experience including formal Law Enforcement Officer training from an accredited agency.</p>

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	<p>secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Criminal Justice AND 5+ years of professional experience teaching Criminal Justice in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		
ECH	<p>Full Approval:</p> <p>Master's degree in Education ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Early Childhood Education with 5+ years of professional experience teaching Early Childhood Education in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p>	<p>Education Curriculum & Instruction Early Childhood Education Educational Psychology Special Education</p>	

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	<p>Provisional Approval:</p> <p>Bachelor's degree in Early Childhood Education AND 3 - 4 years of professional experience teaching Early Childhood Education in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Early Childhood Education AND 5+ years of professional experience teaching Early Childhood Education in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.</p>		
ED	<p>Full Approval:</p> <p>Master's degree in Education ~OR~ Master's degree with at least 18 GSH in a combination of the qualifying fields that provide a foundation in the specific</p>	<p>Education Early Childhood Education Educational Psychology/Psychology Counseling</p>	

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	<p>subject matter being taught or bachelor's degree in Education ~OR~ Bachelor's degree in Education with 5+ years of professional experience in teaching Education, Early Childhood Education, Educational Psychology/Psychology in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Education AND 3 - 4 years of professional experience teaching Education, Early Childhood Education, Educational Psychology/Psychology in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in</p>		

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	Education AND 5+ years of professional experience teaching Education, Early Childhood Education, Educational Psychology/Psychology in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed.		
ENG	<p>Full Approval:</p> <p>Master's degree in English ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in English or English Education with 5+ years of professional experience teaching English in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in English or English Education AND 3 - 4</p>	<p>English MFA Creative Writing Literature Technical Writing</p>	<p>Master's degree in Literature or Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p>

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	<p>years of professional experience teaching English in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in English or English Education AND 5+ years of professional experience teaching English in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
GEO	<p>Full Approval:</p> <p>Master's degree in Geography (related) or History</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Geography/History or Geography/History/Social Science Education with 5+ years of professional experience teaching History in</p>	<p>Geography Geographic Information Science History</p>	<p>Must have either 9 GC hours in Geography and/or professional teaching experience teaching Geography in secondary education.</p>

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	<p>secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Geography/History or Geography/History/Social Science Education AND 3 - 4 years of professional experience teaching Geography/History or Geography/History/Social Science in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Geography/History or Geography/History/Social Science Education AND 5+ years of professional experience teaching Geography/History or Geography/History/Social Science in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		

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HIS	<p>Full Approval:</p> <p>Master's degree in History ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in History or History/Social Science Education with 5+ years of professional experience teaching History in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in History or History/Social Science Education AND 3 - 4 years of professional experience teaching History or History/Social Science in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p>	<p>History Cultural Studies</p>	

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>Bachelor's degree in History or History/Social Science Education AND 5+ years of professional experience teaching History or History/Social Science in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
HMS	<p>Full Approval:</p> <p>Master's degree in Sociology ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Sociology or Sociology Education with 5+ years of professional experience teaching Sociology or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in</p>	<p>Sociology Anthropology Cultural Studies Criminology Gender Studies Marriage and Family Counseling Social Work Women's Studies Human and Social Services</p>	

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>Sociology/Social Science or Social Science Education AND 3 - 4 years of professional experience teaching Social Science in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Sociology/Social Science Education AND 5+ years of professional experience teaching Social Science in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
IDS	<p>Full Approval:</p> <p>Master's degree in Leadership ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Leadership with 5+ years of professional experience</p>	<p>Leadership Leadership Studies Building Leadership</p>	

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>teaching Leadership or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Leadership AND 3 - 4 years of professional experience teaching Leadership or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Leadership AND 5+ years of professional experience teaching Leadership or related courses in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
LG	<p>Full Approval:</p> <p>Master's degree in Spanish ~OR~ Master's degree with at least 18 GCH in a combination of the</p>	<p>Spanish Cultural Studies (<i>Focus on Spanish culture</i>) Intercultural Communications</p>	<p>An instructor with a master's degree containing less than 18 GCH in the qualifying fields must be a native/bilingual speaker of Spanish and have foreign language teaching (oral and written) experience.</p>

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	<p>qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Spanish or Spanish Education with 5+ years of professional experience teaching Spanish in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Spanish or Spanish Education AND 3 - 4 years of professional experience teaching Spanish in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Spanish or Spanish Education AND 5+ years of professional experience teaching Spanish in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p> <p>(Native speaker will be</p>		

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	considered with combination of education credentials and teaching experience).		
MAT	<p>Full Approval:</p> <p>Master's degree in Mathematics ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Mathematics or Mathematics Education with 5+ years of professional experience teaching a minimum of Algebra II, Calculus, and/or Trigonometry in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Mathematics or Mathematics Education AND 3 - 4 years of professional experience teaching Mathematics in secondary education (grades 9-</p>	<p>Mathematics Math Education Statistics Econometrics Economics Engineering Physics</p>	

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	<p>12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Mathematics or Mathematics Education AND 5+ years of professional experience teaching Mathematics in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
M	<p>Full Approval:</p> <p>Master's degree in Music ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Music or Music Education with 5+ years of professional experience teaching Music in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p>	<p>Music Music Education Music Performance</p>	<p>To teach <u>applied</u> music courses, such as vocal or instrument lessons, instructor must possess at least a bachelor's degree and formal training and professional tested experience.</p>

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	<p>Bachelor's degree in Music or Music Education AND 3 - 4 years of professional experience teaching Music in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Music or Music Education AND 5+ years of professional experience teaching Music in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
PE	<p>Full Approval:</p> <p>Master's degree in Physical Education</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Physical Education with 5+ years of professional experience</p>	<p>Physical Education Exercise Science Health Kinesiology Recreation Sports Administration/Management Coaching Athletic Trainer HHP</p>	<p>To teach <u>applied</u> physical education courses, instructor must possess at least a bachelor's degree and professional tested experience equivalent to 6,000 hours. <i>No more than 6 GSH from a combination of:</i> Sports Science Sports Management</p>

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	<p>teaching Physical Education in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Physical Education AND 3 - 4 years of professional experience teaching Physical Education in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Physical Education AND 5+ years of professional experience teaching Physical Education in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
PHI	<p>Full Approval:</p> <p>Master's degree in Philosophy or related field</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a</p>	<p>Philosophy Educational Philosophy Ethics Theology Religion Logic</p>	

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	<p>foundation in the specific subject matter being taught. ~OR~</p> <p>Bachelor's degree in Philosophy or related field or with 5+ years of professional experience teaching Ethics, Philosophy, or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Philosophy or related field AND 3 - 4 years of professional experience teaching Philosophy or related courses secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>~OR~</p> <p>Bachelor's degree in Philosophy or related field AND 5+ years of professional experience teaching Philosophy or related courses in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		

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PHO	<p>Full Approval:</p> <p>Master's degree in Photography -OR- Master's degree with at least 18 GCH in combination of the qualifying fields that provide a foundation in the specific subject matter being taught. -OR- Bachelor's degree in Photography/Art or Art Education with 5+ years of professional experience teaching Photography/Art in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Photography/Art or Art Education AND 3 - 4 years of professional experience teaching Photography/Art in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p>	<p>Art Art Education Photography Graphic Arts/Design</p>	<p>To teach <u>applied</u> courses, such as ceramics, painting, or photography, instructor must possess at least a bachelor's degree and a combination of formal art training and professional tested experience.</p>

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	<p>Bachelor's degree in Photography/Art or Art Education AND 5+ years of professional experience teaching Photography/Art in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
POL	<p>Full Approval:</p> <p>Master's degree in Political Science ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Political Science/History or History/Social Science Education with 5+ years of professional experience teaching Political Science or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p>	<p>Political Science History Law (JD) Public Policy Public Administration</p>	<p>Must have at least 9 CHs in Government.</p>

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	<p>Provisional Approval:</p> <p>Bachelor's degree in Political Science/History or History/Social Science Education AND 3 - 4 years of professional experience teaching Political Science or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Political Science/History or History/Social Science Education AND 5+ years of professional experience teaching Political Science or related courses in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
PSY	<p>Full Approval:</p> <p>Master's degree in Psychology ~OR~ Master's degree with at least 18 GCH in a combination of the</p>	<p>Psychology (<i>all types</i>) Behavioral Studies Human Development Human Services Psychiatry Studies in Human Behavior</p>	

Highland Community College
Academic Credentialing Chart

Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Psychology or Secondary Education with 9 credit hours of Psychology AND 5+ years of professional experience teaching Psychology or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Psychology or Secondary Education with 9 credit hours of Psychology AND 3 - 4 years of professional experience teaching Psychology or related courses or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Psychology or Secondary Education with 9 credit hours of Psychology AND 5+ years</p>		

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	<p>of professional experience teaching Psychology or related courses in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
PS	<p>Full Approval:</p> <p>Master's degree in Physical Science</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Physical Science or Science Education with 5+ years of professional experience teaching Physical Science or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Physical Science or Science Education AND 3 - 4 years of professional experience</p>	<p>Physical Science Natural Science Astronomy Chemistry Earth Science Ecology Engineering Geology Hydrology Life Science Meteorology Science Education Physics</p>	

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	<p>teaching Physical Science or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Physical Science or Science Education AND 5+ years of professional experience teaching Physical Science or related courses in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
SP	<p>Full Approval:</p> <p>Master's degree in English/Communications</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GSH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Speech/Communication/Theater or Communication Education with multiple years of</p>	<p>Speech Communication Theatre</p>	

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	<p>professional experience teaching Speech/Communication/Theater or related courses in secondary education (grades 9-12)</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in English or English Education with 5+ years of professional experience teaching English and sponsoring/coaching/directing Debate/Forensics/Theater productions in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in English or English Education AND 3 - 4 years of professional experience teaching English in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in English or English Education AND 5+</p>		

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	years of professional experience teaching English in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed		
SOC	<p>Full Approval:</p> <p>Master's degree in Sociology ~OR~ Master's degree with at least 18 GCH in a combination of the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Sociology/related field or Human Services education with 5+ years of professional experience teaching Sociology or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Sociology/related field or Human Services education AND 3 - 4 years of</p>	<p>Sociology Anthropology Cultural Studies Criminology Gender Studies Marriage and Family Counseling Social Work Women's Studies Human and Social Services</p>	

Highland Community College
Academic Credentialing Chart

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	<p>professional experience teaching Sociology/related field or Human Services education or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Sociology/related field or Human Services Education AND 5+ years of professional experience teaching Sociology/related field or Human Services education in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		
TH	<p>Full Approval:</p> <p>Master's degree in Theatre ~OR~ Master's degree with at least 18 GCH in the qualifying fields that provide a foundation in the specific subject matter being taught. ~OR~ Bachelor's degree in Drama/Theatre/related field or</p>	Drama Theatre	To teach <u>applied</u> courses, such as acting, play production, theatre practicum, and stage craft, instructor must possess at least a bachelor's degree and a combination of formal training and professional tested experience.

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Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications for Specified Types of Courses
	<p>Fine Arts education with 5+ years of professional experience teaching Drama/Theatre or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p>Provisional Approval:</p> <p>Bachelor's degree in Drama/Theater or Fine Arts Education AND 3 - 4 years of professional experience teaching Drama/Theater or Fine Arts or related courses in secondary education (grades 9-12) AND at least 12 GCH in discipline completed.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in Drama/Theater or Fine Arts Education AND 5+ years of professional experience teaching Drama/Theater or Fine Arts education in secondary education (grades 9-12) AND at least 3 - 12 GCH in discipline completed</p>		

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All Technical Courses	<p>(Approval specific to meet program needs / certifications/alignments)</p> <p>Master's degree in qualified fields</p> <p style="text-align: center;">~OR~</p> <p>Master's degree with at least 18 GCH in the qualifying fields that provide a foundation in the specific subject matter being taught.</p> <p style="text-align: center;">~OR~</p> <p>Bachelor's degree in related field with appropriate industry professional experience</p> <p style="text-align: center;">~OR~</p> <p>Technical certificate in related field with appropriate industry professional experience (grades 9-12)</p> <p style="text-align: center;">~OR~</p> <p>Mastery level industry recognized experience in related field.</p>	<p>Qualified fields related to technical degree and/or certificate.</p>	

Highland Community College
Academic Credentialing Chart

Course Prefix	Minimum Teaching Requirements	Qualifying Graduate Fields/Majors	Alternative Qualifications Courses
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