SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
SIP-2171.C
Faculty Qualifications Including Tested Experience
Teaching Field: Science

REFERENCE: **SIP-2171, Faculty Credentialing and Tested Experience**
SCP-2171, Professional and Educational Requirements for Faculty
SCP-2171.A, Faculty Credentials Certification Form

ORIGINATION: **August 9, 2018**

EFFECTIVE: **September 10, 2019**

REVIEWED: **New**

The School of Arts and Sciences at Southern West Virginia Community and Technical College is committed to the highest standards of instructional delivery by assuring the qualifications of our faculty. It is our commitment that every student will have a faculty member who has solid preparation and experience to effectively teach in each program. Extensive efforts will be made to hire fully qualified candidates meeting the traditional preparation pathway below but there may be the need to determine faculty qualifications though tested experience. The School of Arts and Sciences will stride to limit the number of faculty hired through tested experience and will not appoint a faculty using tested experience if a traditionally prepared faculty is not appointed as a mentor.

Guidelines for determining Faculty Qualifications:
Traditional Preparation:

1. A Master's Degree (or higher) in any of the following areas within the teaching field of Science: Biology, Chemistry, Biochemistry, Physical Science, Environmental Science, Astronomy, Physics, Engineering, Geology, or Agriculture.

2. A Master's Degree (or higher) in any field with 18 graduate hours in Biology, Chemistry, Biochemistry, Physical Science, Environmental Science, Astronomy, Physics, Engineering, Geology, or Agriculture.

Tested Experience:
Faculty candidates who do not meet the academic credentials specified in the traditional preparation above but who have extensive experience in the field may qualify through tested experience. Faculty must have a Master's degree and must provide evidence that they demonstrate sufficient content expertise necessary to teach students in the discipline.

In order to determine if a faculty member qualifies under tested experience, he/she must submit a portfolio of experience for evaluation. In a cover letter for the portfolio the individual will reflect upon their experience and fully explain which of the tested experience criteria they meet. The portfolio will be reviewed by the Science program team and the Dean of the School. If a faculty is granted permission to teach within the discipline, the program team will assign a mentor to the faculty meeting qualifications through tested experience to ensure content expertise.

Validation of student success at advance levels will be reviewed each semester during the first year and annually after that along with formal evaluation of faculty as required by SCP-2218, Evaluation of Full-Time Faculty. The faculty member must sufficiently demonstrate content expertise by the end of his/her third year to continue teaching in the discipline. Faculty not meeting content expertise by the end of year three will be removed as a qualified instructor in the discipline.

To qualify under Tested Experience, the faculty candidate must have a Master's Degree in any field and must satisfy either:

1. one (1) of the three Group A criteria and two (2) of the Group B criteria, or
2. two (2) of the Group A criteria and one (1) of the Group B criteria.
3. Consideration may be given to candidates with three (3) of the Group B criteria.

#	***Group A Criteria***	***Evidence Required***
1	At least 12 graduate credit hours in Biology, Chemistry, Biochemistry, Physical Science, Environmental Science, Astronomy, Physics, Engineering, Geology, Agriculture	Graduate transcript
2	Bachelor's Degree in science	Transcript
3	Fellowships, awards, or recognitions for excellence related to the teaching of science at the collegial-level from national or state professional organizations.	Letter or certificate attesting to the award or recognition and the degree of collegial-level outcomes.

#	***Group B Criteria***	***Evidence Required***
1	Six or more semesters of successful high school Advanced Placement or college science teaching experience.	Student and supervisor course evaluations affirming teaching effectiveness and documentation of advanced (collegial level) content.
2	Six or more years of experience teaching high school science courses with collegial-level outcomes.	Student and supervisor course evaluations affirming teaching effectiveness and documentation of advanced (collegial level) content
3	Three (3) or more years of work experience in the field.	Letter from supervisor or client attesting to effective field related performance and documentation of advanced performance.
4	Peer reviews affirming science teaching effectiveness.	Three or more letters of recommendation from faculty or administrators who have observed the faculty member effectively teaching advanced (collegial level) outcomes.
5	Extensive presentations at national, regional, or state peer-reviewed science conferences/workshops showcasing collegial-level content.	Paper shared at conference and conference proposal with presenter letter of acceptance, presenter certificate or similar evidence.
6	Extensive participation in nationally normed science assessment activity, such as Advanced Placement scoring in science, item writing for national science competition at the collegial-level.	Letter from organization, certificate, or similar evidence to document collegial level performance.
6	Extensive leadership in collegial-level science professional organization.	Letter of appointment, organizational chart, or similar evidence.
7	Evaluator of grants or other scholarly function in a collegial-level science-related study/project.	Letter from grant administrator, or similar evidence.
8	Publications of collegial-level peer-review books, journal articles, or similar publications in the field or peer-reviewer of nationally recognized publications.	Copy of publications
9	Participation in equivalent of 18 credit hours of science-related professional development.	Certificates of completion.

10	Other collegial-level science related professional activity not listed above that demonstrate such experience is sufficient to determine the faculty member has the content expertise necessary to teach students in the science discipline to obtain student learning outcomes.	Evidence must document experience is sufficient to prove content expertise.

The chart is intended to match the Degrees or Tested Experience to the courses being taught.

Qualification Alignment				
Degree or Tested Experience	Biology Biochemistry Environmental Science	Chemistry Biochemistry	Physics Physical Science Agriculture Geology Astronomy	Physics Engineering
Course Prefix	BS	CH	SC	PH