

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE**  
**SIP-2171.E**

**Faculty Qualifications Including Tested Experience**  
**School of Career and Technical Studies**

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

**ORIGINATION:**

**EFFECTIVE:**        **September 10, 2019**

**REVIEWED:**        **New**

The School of Career and Technical Studies 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 regional and specialized accreditation requirements. 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. Below are the faculty credential requirements for all programs within the School of Career and Technical Studies.

Accounting (AC)

1. Master's Degree in Accounting, or
2. Master's Degree in non-related field + 18 graduate hours in Accounting, or
3. Bachelor's Degree in accounting plus
  - a. Professional Certification, or
  - b. 2+ years of professional employment in accounting, or
  - c. Relevant additional coursework beyond a bachelor's degree, or
  - d. Documented evidence of teaching excellence.

Agriculture (AG)

1. Bachelor's Degree in Agriculture, Agriculture Education, Horticulture, Soil and Crop Management, Agroecology, Animal and Nutritional Science, Agriculture Mechanics, or Agribusiness required, or
2. AAS in Agriculture or related field and 5 years experience, or
3. 10 years practical experience in agriculture or related field.

Healthcare Professional/Allied Health (AH)

1. BS or BA with national/state certification in a professional healthcare profession, or
2. AA, AS, or AAS with national/state certification in a professional healthcare profession with a minimum of 5 years experience.

Business (BU)

1. Master's Degree in Business Administration, Management, Public Administration, Marketing, Finance, Economics, or related field, or

2. Master's Degree in a non-related field + 18 graduate hours in business administration, management, public administration, marketing, finance, economics or related field, or
3. Bachelor's Degree in business administration, management, public administration, marketing, finance, economics, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence in field, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Computed Tomography (CT)

1. Program Coordinator: MA or MS and credentialed with ARRT.
2. Faculty: BA or BS and credentialed in computed tomography with ARRT.

#### Information Technology (CS & IT)

1. BS or BA in Information Technology, Computer Science, or related field, or
2. AAS/AA/AS in information technology, computer science, or related field with a minimum of 5 years experience in the field, or
3. National certifications in information technology, computer science, or related field with a minimum of 5 years experience in the field.

#### Drafting and Design Technology (DR)

1. BS in Electrical Engineering, Computer-Aided Drafting, Technology or related field, or
2. AAS in Electrical Engineering, Computer-Aided Drafting, Technology or related field and 3 years of practical experience, or
3. CAD Technician Certificate, or related professional certifications with 5 years of practical experience, or
4. 10 years of practical experience in computer-aided drafting and design technology or related work experience.

#### Economics (EC)

1. Master's Degree in Finance, Economics, Business Administration, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in finance, business administration, or economics, or
3. Bachelor's Degree in finance, economics, or business administration, plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Paramedic Science (EM)

1. Program Coordinator: BS or BA with COAEMSP Paramedic certification.
2. Faculty: Paramedic Certification.

#### Electrical Engineering (EG)

1. BS in Electrical Engineering or related field, or
2. AAS in Electrical Engineering or related field and 5 years of practical experience, or
3. Masters Electrician License or equivalent, or
4. Journeyman Electrician with 7 years of practical experience, or
5. 10 years of practical experience in design and maintenance, control system, and fundamental of PLCs, or related work experience.

#### Entrepreneurship (EP)

1. Master's Degree in Business Administration, Management, Public Administration, Marketing, Finance, Economics, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in business administration, management, public administration, marketing, finance, economics or related field, or
3. Bachelor's Degree in business administration, management, public administration, marketing, finance, economics, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence in field, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Finance (FN)

1. Master's Degree in Business Administration, Management, Public Administration, Marketing, Finance, Economics, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in business administration, management, public administration, marketing, finance, economics or related field, or
3. Bachelor's Degree in business administration, management, public administration, marketing, finance, economics, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence in field, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Medical Coding (HI)

1. BS or BA with CAHIIM or National Healthcareer Association Medical Coding Certification (RHIT OR RHIA), or
2. AAS in medical coding field with national coding certification and 5 years of practical experience.

#### Management (MG)

1. Master's Degree in business administration, management, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in business administration, management or related field, or
3. Bachelor's Degree in business administration, management, education, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Marketing (MK)

1. Master's Degree in business administration, management, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in business administration, management or related field, or
3. Bachelor's Degree in business administration, management, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Mechantronics (MX)

1. BS in Mechanical/Industrial/Electrical or related field, or
2. AAS in Mechanical/Industrial/Electrical or related field and 5 years of practical experience, or
3. 10 years of practical experience in design and maintenance of mechanical, electrical, hydraulic, pneumatic, and programmable logic controls, or related work experience.

#### Medical Assisting (MA)

1. AAS or AS and credentialed in Medical Assisting.

#### Medical Laboratory Technology (ML)

1. Program Coordinator: MA or MS and credentialed in MLT.
2. Faculty: BA or BS and credentialed in MLT.

#### Nursing (NU)

1. Program Director: MS/MA/MSN or doctoral degree.
2. Faculty: BSN with 10 years of experience.
3. Clinical Faculty: BSN with 2 years experience.

#### Office Administration (OA)

1. Master's Degree in marketing, business administration, management, or related field, or
2. Master's Degree in a non-related field + 18 graduate hours in marketing, business administration, management or related field, or
3. Bachelor's Degree in marketing, business administration, management, or related field plus
  - a. Professional Certification
  - b. 2+ years of professional employment in-field
  - c. Documented evidence of teaching excellence, or
  - d. Relevant additional coursework beyond a bachelor's degree.

#### Orientation (OR)

1. Bachelor's Degree with advising or mentoring experience.

#### Powersports Technology (PR)

1. MMI (Motorcycle Mechanics Institute) Degree or equivalent, or
2. Manufacturer certifications and a minimum of 3 years work experience as an A level technician or equivalent, or
3. 5 years work experience as an A level technician or equivalent.

#### Radiologic Technology (RA)

1. Program Coordinator: MA or MS and credentialed with ARRT.
2. Faculty: BA or BS and credentialed with ARRT.

#### Respiratory Care Technology (RC)

1. Program Coordinator: BA or BS and credentialed as RRT.
2. Faculty: AS or AAS and credentialed as RRT.

#### Surgical Technology (SG)

1. Program Coordinator: AS or AAS and credentialed as CST with 5 years of experience.
2. Faculty/ Clinical Coordinator: AS or AAS and credentialed as CST with 3 years of experience.

#### Welding (WL)

1. AAS in Welding and 5 years of practical experience, or

2. AWS Certifications and 5 years of practical experience, or
3. 10 years of practical experience in various forms of welding.