

CANADORE COLLEGE
OPERATIONAL POLICY MANUAL

TITLE: Faculty Academic / Professional Credential Requirements Policy

EFFECTIVE DATE: January 7, 2020

1. SCOPE

1.1 Authority

This policy is issued under the authority of the President.

1.2 Application

This policy applies to all full time and contract faculty at Canadore College of Applied Arts and Technology (hereafter referred to as “Canadore” or “the College”).

2. PURPOSE AND PRINCIPLES

2.1 This policy outlines the academic and professional credentials required of faculty to teach at the College.

3. DEFINITIONS

3.1 Academic Credential

A degree awarded by an accredited postsecondary institution confirming that a person has successfully completed a course of study (normally, a diploma, bachelor’s, master’s, or doctorate).

3.2 Professional Credential

An award/certification issued by a designated regulatory body confirming that a person possess the required skills and knowledge and is authorized/licensed to practice a specific profession or trade.

3.3 Dean

For the purpose of this policy, Dean refers to the Academic Administrator with program responsibilities.

4. POLICY

4.1 Academic/Professional Credential Requirements

All Programs

4.1.1 Faculty members teaching within a given program are required to hold the necessary academic/professional credentials deemed necessary to teach at the

College. Faculty members may also be required to demonstrate expertise in a related field/discipline and maintain current licensing/certifications through their professional bodies.

Degree Programs

- 4.1.2 All faculty:
- teaching in the professional or main field of study (core);
 - acting as thesis supervisors and/or members of examining committees, where appropriate; and
 - teaching non-core courses
 - a) have, where relevant, professional credentials and related work experience;
 - b) hold an academic credential at least one degree higher than that offered by the program in the field or in a closely related field/discipline;
 - c) engage in a level of scholarship, research, or creative activity sufficient to ensure their currency in the field;
 - d) are adequately trained for the delivery mode.
- 4.1.3 At least 50% of the students' experience in the professional or main field of study and in the non-core areas is in courses taught by a faculty member holding the terminal academic credential in the field or in a closely related field/discipline.
- 4.1.4 Any exception to the stipulations above must be in conformity with Standard 5 'Capacity to Deliver' of the Postsecondary Education Quality Assessment Board (PEQAB) Manual for Ontario Colleges.

4.2 Verification of Academic/Professional Credentials

- 4.2.1 Faculty are required to provide their academic/professional credential that may include current professional licensing and/or proof of good standing with accrediting bodies.
- 4.2.2 The College will perform due diligence to verify academic/professional credentials in conformity with the PEQAB Manual for Ontario Colleges.

5. ROLES AND RESPONSIBILITIES

5.1 President

The President is responsible for the overall management and operation of the College. The President will ensure that the policy is implemented and that compliance is monitored.

5.2 Vice President, Academic

The Vice President, Academic is responsible for the effective implementation of this policy and to resolve any disputes arising over policy interpretation.

5.3 Director, Organizational Development & Talent Management

The Director of Organizational Development & Talent Management is responsible for the verification, organization, and storage of academic/professional credentials and professional licensing for faculty.

6. EVALUATION

This policy will be evaluated every five years or earlier if required.

7. RELATED MATERIALS

Postsecondary Education Quality Assessment Board (PEQAB) Manual for Ontario Colleges