

## Faculty Qualifications

Garden City Community College requires assessment of faculty and instructors' transcripts to ensure that our faculty and instructional staff are highly qualified. The teaching of general education courses require that faculty members or instructors meet the requirements of the HLC policy below. Faculty members and instructors of Tier III funded technical programs and/or courses are required to have industrial certifications or significant experience within the field as defined below.

Higher Learning Commission policy CRRT. B.10.020 (B)(2)(a) requires institutions to employ qualified instructors. HLC policy states:

Qualified faculty members are identified primarily by credentials, but other factors, including but not limited to equivalent experience, may be considered by the institution in determining whether a faculty member is qualified. Instructors possess an academic degree relevant to what they are teaching and at least one level above the level at which they teach. . . . When faculty members are employed based on equivalent experience, the institution defines a minimum threshold of experience and an evaluation process that is used in the appointment process. Faculty teaching general education courses, or other non-occupational courses hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they teach.

In order to be compliant with the above policy and ensure the quality of education (on campus, in outreach and all other program modes) all instructors teaching courses will be assessed by the following:

1. Master's degree or higher within subject area of teaching, or
2. Master's degree or higher not in subject area and 18 hours of graduate course work within subject area of teaching, or
3. Technical education fields falling under Tier III funding are assessed by industry certifications and experience within the field related to a minimum 4000 hours work in the career/technical field or
4. In some cases, such as in practice-oriented disciplines or programs, tested experience in the field may be needed as much as formal educational preparation at the prescribed level in determining what students should know to practice.

### Technical Education Disciplines:

The following fields are considered technical in nature. Most qualifications for these areas the third requirement above. However, some faculty in these areas could be assessed by any of the above requirements depending on degree or experience and the nature of the courses that they teach.

- Agriculture
- Ammonia Refrigeration
- Auto Tech
- Business
- Computer Science
- Cosmetology
- Criminal Justice
- Culinary
- EMT
- Fire Science
- John Deere
- Nursing and Allied Health
- Welding

**General Education Disciplines and Subfields:**

The following is used to determine the 18 hours of course work within a subject area. Courses are determined to fit a subfield if the learning outcomes of the course relate to a subfield.

<b>Accounting</b> (CIP 52.03 & 30.16)	
<b>Subfields</b>	<b>CIP Numbers</b>
Accounting	52.0301
Accounting Technology/Technician And Bookkeeping	52.0302
Auditing	52.0303
Accounting and Finance	52.0304
Accounting and Business/Management	52.0305
Accounting and Computer Science	30.16
Other Relevant Subject Area Experience	

<b>Agriculture</b> (CIP 01)	
<b>Subfields</b>	<b>CIP Numbers</b>
Agriculture, General	01
Agricultural Business and Management	01.01
Agricultural Mechanization	01.02
Agricultural Production Operations	01.03
Agricultural and Food Products Processing	01.04
Animal Sciences	01.09
Food Sciences and Technology	01.10
Soil Sciences	01.12
Other Relevant Subject Area Experience	

<b>Art</b> (CIP 50.07)	
<b>Subfields</b>	<b>CIP Numbers</b>
Fine and Studio Arts	50.07
Design and Commercial Arts	50.04
Art Studies General	50.0701
Art Therapy/Therapist	51.2301
Art History	50.0703
Drawing	50.0705
Intermedia/Multimedia	50.0706
Painting	50.0708
Sculpture	50.0709
Printmaking	50.0710
Ceramic Arts and Ceramics	50.0711
Other Relevant Subject Area Experience	

<b>Behavioral Sciences (CIP 42, 45, and 05)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Psychology	42.01
Clinical, Counseling, and Applied Psychology	42.28
Intellectual and Personality Assessment	42.99
Sociology	45.11
Women's Studies	05.0207
Other Relevant Subject Area Experience	

<b>Biological and Biomedical Sciences (CIP 26)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Biology	26.01
Biochemistry, Biophysics, and Molecular Biology	26.02
Botany / Plant Biology	26.03
Cellular Biology and Anatomical Sciences	26.04
Microbiological Sciences and Immunology	26.05
Zoology / Animal Biology	26.06
Genetics	26.08
Physiology, Pathology, and Related Sciences	26.09
Pharmacology and Toxicology	26.10
Biomathematics, Bioinformatics, and Computational Biology	26.11
Biotechnology	26.12
Ecology, Evolution, Systematics, and Population Biology	26.13
Molecular Medicine	26.14
Neurobiology and Neurosciences	26.15
Other Relevant Subject Area Experience	

<b>Business, Management, &amp; Marketing (CIP 52)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Business/Commerce	52.01
Business Administration, Management and Operations	52.02
Accounting and Related Services	52.03
Business Operations Support and Assistant Services	52.04
Business/Corporate Communications	52.05
Business/Managerial Economics	52.06
Entrepreneurial and Small Business Operations	52.07
Finance and Financial Management Services	52.08
Hospitality Administration/Management	52.09
Human Resource Management and Services	52.10
International Business	52.11
Marketing	52.14
Other Relevant Subject Area Experience	

<b>Communications (Mass, Journalism and Speech) (CIP 09 &amp; 50)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Communication and Media Studies	09.01
Speech Communication and Rhetoric	09.0101
Mass Communication/ Media Studies	09.0102
Journalism	09.04
Radio, Television, and Digital Communications	09.07
Public Relations, Advertising, and Applied Communications	09.09
Publishing	09.10
Drama/ Theatre Arts	50.05
Film/ Video	50.06
Other Relevant Subject Area Experience	

<b>Computer Science (CIP 11)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Computer and Information Sciences General	11.01
Computer Programming	11.02
Data Processing	11.03
Information Science/Studies	11.04
Computer Systems Analysis	11.05
Other Relevant Subject Area Experience	

<b>Criminal Justice (CIP 43.01)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Criminal Justice and Corrections	43.01
Criminology	45.04
Other Relevant Subject Area Experience	

<b>Developmental Education</b>	
<b>Requirements</b>	
Any Master's Degree in Education	
Any Master's Degree in Subject Area of Course	
Bachelor's degree or Teaching Cert. in a discipline or subfield	
Other Relevant Subject Area Experience	

<b>Economics</b> (CIP 45.06, 01.0103, 52.0601, 19.0402, 03.0204)	
<b>Subfields</b>	<b>CIP Numbers</b>
Economics, General	45.0601
Agricultural Economics	01.0103
Business/ Managerial Economics	52.0601
Consumer Economic	19.0402
Applied Economics	45.0602
Natural Resource Economics	03.0204
Other Relevant Subject Area Experience	

<b>Education</b> (CIP 13)	
<b>Subfields</b>	<b>CIP Numbers</b>
Education, General	13.01
Bilingual, Multilingual, and Multicultural Education	13.02
Curriculum and Instruction	13.03
Educational Administration	13.04
Educational/instructional Media Design	13.05
Educational Assessment, Evaluation, and Research	13.06
Special Education and Teaching	13.10
Other Relevant Subject Area Experience	

<b>English &amp; Literature</b> (CIP 23 & 16)	
<b>Subfields</b>	<b>CIP Numbers</b>
English Language	23.01
Rhetoric & Composition/ Writing Studies	23.13
Creative Writing	23.1301
Professional, Technical, Business, and Scientific Writing	23.1303
Literature	23.14
American Literature	23.1402
English Literature	23.1404
Children's Literature	23.1405
Composition and Digital Media	23.99
Linguistics	16.0102
Comparative Literature	16.0104
Other Relevant Subject Area Experience	

<b>ESL &amp; Languages (CIP 16)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Linguistic, Comparative, and Related Language Studies and Services	16.01
African Languages, Literatures, and Linguistics	16.02
East Asian Languages, Literature, Linguistics	16.03
Slavic, Baltic and Albanian Languages, Literature, and Linguistics	16.04
Germanic Languages, Literatures, and Linguistics	16.05
Romance Languages, Literatures, and Linguistics	16.09
Southeast Asian Languages, Literatures, and Linguistics	16.14
English as a Second Language	
Other Relevant Subject Area Experience	

<b>Family and Consumer Sciences (CIP 19)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Family and Consumer Sciences/Human Sciences, General	19.01
Family and Consumer Sciences/Human Sciences Business Services	19.02
Family and Consumer Economics and Related Studies	19.04
Foods, Nutrition, and Related Services	19.05
Housing and Human Environments	19.06
Human Development, Family Studies, and related Services	19.07
Apparel and Textiles	19.09
Other Relevant Subject Area Experience	

<b>Geography (CIP 45.07)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Geography and Cartography	45.07
Demography and Population Studies	45.05
Political Science	45.10
History	54.0101
Other Relevant Subject Area Experience	

<b>History (CIP 54)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
History, General	54.0101
American History	54.0102
European History	54.0103
Asian History	54.0106
Other Relevant Subject Area Experience	

<b>HPER (CIP 31.05)</b>	
<b>Requirements</b>	
Any Master's Degree in Subject Area Discipline	
Bachelor's degree or in Subject Area Discipline	
Valid/current athletics-recognized credential in Subject Area Discipline	
Other Relevant Subject Area Experience	

<b>Math (CIP 27)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Mathematics	27.01
Applied Mathematics	27.03
Statistics	27.05
Mathematics and Technology	27.99
Analytical Reasoning	27.99
Other Relevant Subject Area Experience	

<b>Music (CIP 50.09)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Music, General	50.0901
Music Education	13.1312
Music Therapy/ Therapist	51.2305
Music History, Literature, and Theory	50.0902
Music Performance, General	50.0903
Music Theory and Composition	50.0904
Music Management and Merchandising	50.0909
Other Relevant Subject Area Experience	

<b>Nursing</b>	
<b>Requirements K.S.A. 65-11</b>	
The Nursing Faculty requirements are established by Kansas Law in the Kansas Nurse Practice Act	
For LPN instructors are required to be RN with at least a BSN Degree	
For RN (AND) instructors are required to be RN with at least a MSN	

<b>Personal &amp; Career Development</b>	
<b>Requirements</b>	
Any Master's Degree	

<b>Philosophy and Religious Studies (CIP 38)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Philosophy	38.0101
Logic	38.0102
Ethics	38.0103
Religion / Religious Studies	38.0201
Other Relevant Subject Area Experience	

<b>Physical Sciences (CIP 40)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Physical Sciences	40.01
Astronomy and Astrophysics	40.02
Atmospheric Sciences and Meteorology	40.04
Chemistry	40.05
Geological and Earth Sciences	40.06
Physics	40.08
Materials Sciences	40.10
Other Relevant Subject Area Experience	

<b>Political Science (CIP 45.10)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Political Science and Government, General	45.1001
American Government and Politics	45.1002
Public Administration	44.0401
International Relations	45.0901
American Legal/Jurisprudence (Count Course Hours not just a JD)	22.01
Other Relevant Subject Area Experience	

<b>Theater Arts (CIP 50.05)</b>	
<b>Subfields</b>	<b>CIP Numbers</b>
Drama and Dramatics/ Theatre Arts, General	50.0501
Technical Theater/Theatre Design and Technology	50.0502
Acting	50.0506
Directing and Theatrical Production	50.0507
Theater/ Theatre Art Management	50.0508
Other Relevant Subject Area Experience	