

WESTERN NEBRASKA COMMUNITY COLLEGE

President's Procedure

TITLE:	Faculty Qualifications
DIVISION:	Educational Services
CATEGORY:	Faculty
REFERENCE:	Nebraska Revised Statute 85-1511 WNCC Board Policy 415 (Employee Group Classification) WNCC Board Policy 4xx (Recruitment and Selection of Employees) Higher Learning Commission Guidelines, Determining Qualified Faculty through HLC's Criteria for Accreditation and Assumed Practices, October 1, 2015 Nebraska Community College Statement of Principles and Standards for Dual/Concurrent Enrollment Credit, December 2018
NUMBER:	PP-417
DATE OF APPROVAL:	April 2020
APPROVAL/DATE:	Dr. Carmen Simone, President

Purpose

This procedure establishes and describes the minimum qualifications required for faculty members teaching at and for Western Nebraska Community College (WNCC).

Scope

This policy applies to all individuals hired to teach college-level, credit-bearing courses in a full-time, temporary, and adjunct capacity. Volunteers and contractors (e.g. high school dual credit instructors) who have been identified to perform functions similar to those of employees occupying faculty positions are subject to the same provisions of this policy

Western Nebraska Community College is committed to an effective teaching and learning environment for students and will ensure that faculty members whose responsibility is teaching college-level, credit-bearing courses are qualified in accordance with the Higher Learning Commission (HLC) guidelines. WNCC and the HLC are committed to ensuring that students have access to faculty members who are experts in the subject matter that they teach and prepared to communicate knowledge in that subject to their students.

Definitions

Dual-Credit Instructor: An individual who regularly teaches at the high school-level but, with appropriate credentials as identified by WNCC, teaches a college-level, credit-bearing course at the high school.

Faculty: Any individual hired to teach college-level, credit-bearing courses in a full-time, temporary, or adjunct capacity.

Industry Certification: A voluntary process through which individuals are assessed by an independent, third-party certifying entity using predetermined standards for knowledge, skills, and competencies, resulting in the award of a credential that is nationally recognized, and must be at least one of the following: within an industry that addresses a critical local or statewide economic need; linked to an occupation that is included in the workforce system's targeted occupation list; or linked to an occupation that is identified as emerging.

Subfield: A subdivision of a field of study within an academic discipline.

Tested Experience: Tested experience demonstrates a breadth and depth of experience outside of the classroom relevant to the discipline in which the faculty member may teach. Tested experience is established through evaluation of a minimum threshold of professional experience; consideration of demonstrated skill sets, portfolios, professional, industry, and subject matter certifications and experience; and additional credentials, publications, and experiences that establish expertise in the specific discipline or program area in which they will be teaching as well as demonstrated skill sets derived from work experience, combined with training, that contributes to knowledge and expertise in a given subject area, of no less than two years.

Academic Credentials

WNCC adheres to the following academic credential requirements for all members of the faculty (Appendix A).

- Faculty teaching general education or transfer courses must:
 - a) hold and be able to document receipt of a master's degree or higher in the discipline or subfield in which they teach, or
 - b) hold a master's degree or higher in a discipline or subfield other than that in which they teach with a minimum of 18 graduate hours in the discipline or subfield in which they teach.
- Faculty positions in developmental studies (reading, writing and math), English as a second language, and music and physical education activity courses require documentation of at least a bachelor's degree in the discipline area or a combination of education, training, and tested experience.
- Faculty teaching career and technical education college-level certificate and occupational associate degree programs courses require relevant industry credentials and
 - a) no degree and 10 years of industry experience;
 - b) an associate's degree with five years of industry experience; or
 - c) a bachelor's degree and two years of industry experience.

Such qualifications are allowable even in instances where technical/occupational courses transfer.

- Faculty members currently employed in an academic discipline or professional field who desire to teach in another discipline or field must have the same minimum qualifications required of the subject(s) to be taught as determined by the division chair and dean.

Dual-Credit Instructors

Instructors for dual-credit courses shall be evaluated by WNCC. These instructors must meet the same academic credential requirements as faculty teaching on campus. The decision to utilize a dual-credit instructor rests solely with the College.

Dual credit instructors, employed by either the high school or the College, along with meeting all qualifications to teach credit courses at the College, must also meet qualifications to teach dual credit courses within the State of Nebraska, which includes an appropriate PK-12 teaching certificate or permit, as dictated by the Nebraska Department of Education.

Process

Faculty are required to document work experience with an updated resume or curriculum vita. The evaluation of documentation will be done by deans, division chairs, and program directors, all who are required to verify relevant experience prior to the hire of any full-time, adjunct, or dual-credit instructor.

- Hiring recommendations can be based upon immediate receipt/review of unofficial transcripts.
- Newly hired employees are required to provide official transcripts. Official transcripts should be sent directly from the institution(s) to WNCC's Human Resources office. Transcripts must be received within thirty (30) days of the start date.

Documentation of the qualifications will be retained in the employee's permanent personnel file.

Salary schedule placement and salary schedule movement for all full-time faculty are defined in the Negotiated Agreement and will be administered by Human Resources pursuant to the evaluation of qualifications presented.

Revising this Procedure

If statutory provisions, regulatory guidance, or court interpretations change or conflict with this President's Procedure, the College retains the right to revise accordingly and for the changes to take effect immediately.

APPENDIX A
FACULTY CREDENTIALS

WNCC CREDENTIALS CHECKLIST - 2019							
PREFIX	Division	Program	WNCC Degree Awarded	HLC Requirement	WNCC Degree Minimum Requirement	Additional Certification/Licensure	COMMENTS
ACCT	BUSINESS & APPLIED TECHNOLOGY	Accounting/Business Administration Transfer	AA/AS/AAS/Cert	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's in Accounting or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
ADNR	HEALTH OCCUPATIONS	Nursing	ADN	Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Nursing	Must be a licensed RN in state of NE	

ANTH	SOCIAL SCIENCES & HUMAN PERFORMANCE	Social Sciences Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Anthropology or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
AGRI	BUSINESS & APPLIED TECHNOLOGY	Applied Agriculture	Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)		

ARTS	ACADEMIC ENRICHMENT/LANGUAGE & FINE ARTS	General Studies (Art, English or Journalism) Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Art or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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ATHC	SOCIAL SCIENCES & HUMAN PERFORMANCE	Health/Physical Education/Coaching & Sports Administration	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in PE, Recreation or Sports Administration or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
AUTB	BUSINESS & APPLIED TECHNOLOGY	Collision Repair & Refinishing	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	

AUTO	BUSINESS & APPLIED TECHNOLOGY	Automotive Technology	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	
AVIA	BUSINESS & APPLIED TECHNOLOGY	Aviation Maintenance	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	

BIOS	MATH & SCIENCE	Academic Transfer	AA/AS	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's in Biological Sciences or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>		
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BSAD	BUSINESS & APPLIED TECHNOLOGY	Business Administration, Business Technology	AA, AS, AAS, CERTIFICATE	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Business or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
BSTC	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	AAS, CERTIFICATE	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in business or a closely related field		

CHEM	MATH & SCIENCE	Academic Transfer	AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in chemistry or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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CRIM	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AAS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's Degree in Criminal Justice or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
DRAF	BUSINESS & APPLIED TECHNOLOGY	No program	Not a degree program; only classes	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)		

ECED	SOCIAL SCIENCES & HUMAN PERFORMANCE	Early Childhood Education	AA/AAS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's Degree in Early Childhood Education or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
ECEN	MATH & SCIENCE	Engineering (Pre) Academic Transfer	AS	Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's in Engineering or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in		

					the discipline or subfield		
ECON	BUSINESS & APPLIED TECHNOLOGY	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's Degree in Economics or a Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		

EDUC	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA		Master's Degree in Education or a Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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ENGL	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's Degree in English or a Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
ENGL	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Non-Transfer-Academic Support	NA	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in English or a related field (Education, Linguistics, ELL)		

ENGR	MATH & SCIENCE	Engineering (Pre) Academic Transfer	AS	Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's in Engineering or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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ENTR	BUSINESS & APPLIED TECHNOLOGY	Accounting/Business Administration Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's in Accounting or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
ENTR	BUSINESS & APPLIED TECHNOLOGY	Business Technology, Information Technology	AAS/Diploma/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in related field or Associates Degree with 5 years experience		
EMSP	HEALTH OCCUPATIONS	Non-Transfer	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	

ESLX	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Non-Transfer-Acadmic Support	Course only	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in English or a related field (Linguistics, ELL, TESOL)		
FINA	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in related field or Associates Degree with 5 years experience		
FREN	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's Degree in French or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		

GEOLOGICAL	MATH & SCIENCE	Academic Transfer	AS/AA	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's degree in Geology or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>		
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GBST	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Foreign language or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
HIMS	HEALTH OCCUPATIONS	Health Information Management Systems	AAS/Diploma	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in Health Information Management Systems	INDUSTRY CREDENTIAL	

HIST	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in History or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
HLTH	HEALTH OCCUPATIONS	Non-transfer	HIMS, Surgical Technology, Pre-Radiology Tech	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in a health related field or Associate's degree in nursing or industry credential and relevant experience	INDUSTRY CREDENTIAL	

HUMS	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS		Master's degree in Humanities or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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HUSR	HUMANITIES, ARTS & SOCIAL SCIENCES	Academic Transfer	AA/AAS/Certificate	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's degree in Human Services or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>		
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INFO	BUSINESS & APPLIED TECHNOLOGY	Academic Transfer, Information Systems and Computer Science	AS/AA/Certificate	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's degree in Computer Science, Computer Programming, or Information Technology or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>	<p>Note: INFO 1020, 1030, 1100 may be taught by a person with a Master's degree AND successful completion of the MOS certifications</p>
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JOUR	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer-General Studies (English, Art, Journalism)	AA		Master's degree in journalism or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
LPNR	HEALTH OCCUPATIONS	Practical Nursing	DIPLOMA	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's degree in nursing working toward a Master's degree in nursing	Licensed RN in state of Nebraska	state has higher requirements than HLC

MATH	MATH & SCIENCE	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in mathematics or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
MATH	MATH & SCIENCE	Non-Transfer-Acadmic Support	N/A	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelors' degree in math or a closely related field		Only developmental math
MEDT	HEALTH SCIENCES	Medical Laboratory Technician	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in a related field or Associates Degree with 5 years experience	INDUSTRY CREDENTIAL	
MNGT	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in a related field or Associates Degree with 5 years experience		

MRKT	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	AAS/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in related field or Associates Degree with 5 years experience		
MUSC	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AFA	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in music or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		Theory courses require a master's degree, activity courses require a bachelor's degree or relevant experience
NURA	HEALTH OCCUPATIONS	BNA	Industry credential	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's degree in nursing or an associate degree in nursing or a diploma in nursing or licensed practical nurse	Nebraska License as a registered nurse or Nebraska license as a practical nurse	
NURS	HEALTH OCCUPATIONS	Associate Degree Nursing	ADN	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Master's degree in nursing	Nebraska License as a registered nurse	state has higher requirements than HLC.

PHED	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AS	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's degree in physical education, sports administration or recreation or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>	<p>Activity classes may be taught by faculty who have an industry credential/certification, i.e. Black belt in Karate</p>
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PHIL	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Philosophy or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
PHOT	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS		Master's degree in Art or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in		

					the discipline or subfield		
PHYS	MATH & SCIENCE	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in physical science or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		

POLS	HUMANITIES, ARTS & SOCIAL SCIENCES	Academic Transfer	AA/AS		Master's degree in Political Science or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
PRDV	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS		Any Master's degree and successful completion of the three day On Course training		

PSYC	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AS	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	Master's degree in Psychology or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
REES	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	No program of study	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree in the field and/or a combination of education, training and experience	Licensed real estate agent in state of Nebraska	

SOCI	SOCIAL SCIENCES & HUMAN PERFORMANCE	Academic Transfer	AA/AS		Master' s degree in Sociology or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
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SPAN	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS	<p>Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield</p>	<p>Master's degree in Spanish or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield</p>		
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SPCH	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS		Master's Degree in Speech Communication or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
SURT	HEALTH OCCUPATIONS	Non-Transfer	AAS	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree or Associates Degree with 5 years industry experience or no degree and 8 years experience	INDUSTRY CREDENTIAL	Industry standard is an Associate's degree and 5 years surgical tech experience

THEA	ACADEMIC ENRICHMENT/LANGUAGE & FINE ART	Academic Transfer	AA/AS/AFA	Instructors possess 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 or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. 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. Master's Degree or higher in the discipline or subfield. If Master's is in an area other than discipline or subfield in which they are teaching need 18 graduate hours in discipline or subfield	MA/MFA in Theater or Master's degree in a closely related field with 18 graduate hours in the discipline or subfield or an academic degree relevant to what they are teaching and at least one level above the level at which they teach (Bachelor's degree in field) AND a Master's degree with 18 graduate hours in the discipline or subfield		
TRAN	BUSINESS & APPLIED TECHNOLOGY	Non-Transfer	No program of study	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	

UTIL	BUSINESS & APPLIED TECHNOLOGY	Utility Line	AAS/Diploma/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	
WELD	BUSINESS & APPLIED TECHNOLOGY	Welding Technology	AAS/Diploma/Certificate	Bachelor's Degree in the field and/or a combination of education, training and tested experience	Bachelor's Degree and two years industry experience or Associates Degree with five years industry experience or no degree and 10 years experience plus relevant industry credential(s)	INDUSTRY CREDENTIAL	