

Guideline for Faculty Credentials

I. Purpose

The purpose of this policy is to establish guidelines to use in evaluating faculty credentials of candidates for full-time and adjunct faculty positions at Dyersburg State Community College (DSCC).

II. Scope

This policy applies to all full-time and adjunct faculty members.

III. Policy

To ensure that DSCC faculty are qualified to teach the courses to which they are assigned and to maintain the quality and integrity of academic programs, the credentials of all full-time and adjunct faculty members are documented and verified using the Faculty Credentialing Form. The Faculty Credentialing Form is approved by the appropriate Academic Dean and the Vice President of Academic Affairs and Student Success upon the hiring of all faculty and becomes part of the employee's personnel file.

Associate Degree General Education Courses Designed for Transfer

Full-time and part-time faculty teaching general education courses designed for transfer to the baccalaureate degree must possess a doctoral or a master's degree in the teaching discipline, or a master's degree with a concentration in the teaching discipline (a minimum of eighteen graduate semester hours in the teaching discipline) or alternative credentials based on documented related education and/or experience in the teaching discipline.

Associate Degree Courses Designed for Transfer

Full-time and part-time faculty teaching associate degree courses designed for transfer to the baccalaureate degree must possess a doctoral or a master's degree in the teaching discipline, or a master's degree with a concentration in the teaching discipline (a minimum of eighteen graduate semester hours in the teaching discipline) or alternative credentials based on documented related education and/or experience in the teaching discipline.

Associate Degree Courses not Designed for Transfer

Full-time and part-time faculty teaching associate degree courses not designed for transfer to the baccalaureate degree must possess a bachelor's degree in the teaching discipline, or an associate's degree in the teaching discipline and demonstrated competencies in the teaching discipline or alternative credentials based on documented related education and/or experience in the teaching discipline.

IV. Compliance

All DSCC full-time faculty and adjunct instructors must comply with this policy.

V. Definitions

VI. Revision History

Policy written August, 2007. Policy revised October, 2012; approved by Administrative Council on 12/14/2012. Policy revised January, 2017; approved by Administrative Council January, 2017; approved by Administrative Council on April 27, 2023. Reviewed and Approved by Administrative Council on November 20, 2025