
Lamar State College Orange

FACULTY CREDENTIALING GUIDELINES AND PROCEDURES

Lamar State College-Orange is an equal opportunity educational institution and employer. Students, faculty, and staff members are selected without regard to race, color, sex, religion, age, handicap or ethnic origin, consistent with the Assurance of Compliance with Title VI of the Civil Rights Act of 1964; Executive Order 11246 as issued and amended; Title IX of the Education Amendments of 1972, as amended; and Section 504 of the Rehabilitation Act of 1973, Age Discrimination in Employment Act (1967) and the Americans with Disabilities Act (1990) Title I. Inquiries concerning application of these may be referred to the Director of Human Resources.

TABLE OF CONTENTS

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES GUIDELINES ON FACULTY CREDENTIALS.....	3
LSCO’S PROCESS AND GUIDELINES ON FACULTY CREDENTIALS.....	3
ESTABLISHING ALTERNATE JUSTIFICATION ON FACULTY QUALIFICATIONS.....	5
STANDARDS FOR DOCUMENTATION	6
SUBMISSION OF TRANSCRIPTS AND CREDENTIALS.....	6
TRANSCRIPT EVALUATION PROCESS.....	6
FACULTY ROSTER DEVELOPMENT	7
FACULTY ROSTER UPDATE/REVISION PROCESS	7
Appendix A.....	8
Appendix B.....	10
Appendix C.....	11

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES GUIDELINES ON FACULTY CREDENTIALS

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) has published Commission Guidelines that is an advisory statement designed to assist institutions in fulfilling accreditation requirements. As such, guidelines describe recommended educational practices for documenting requirements of the Principles of Accreditation and are approved by the Executive Council. The guidelines are examples of commonly accepted practices that constitute compliance with the standard. Depending upon the nature and mission of the institution, however, other approaches may be more appropriate and also provide evidence of compliance. As published in the *Principles of Accreditation*, Standard 6.2a Faculty qualifications read as follows:

The institution employs qualified, effective faculty members that are essential to carrying out the mission of the institution and to ensure the quality and integrity of its academic programs. The emphasis is on overall qualifications of a faculty member, rather than simply academic credentials. While academic credentials in most cases may well be the standard qualification for faculty members, other types of qualifications may prove to be appropriate. Examples could include appropriately related work experiences in the field, professional licensure and certifications related to the teaching assignment, honors and awards, continuing professional development, relevant peer-reviewed publications, and/or continuous documented excellence in teaching. These types of qualifications are especially important in professional, technical, and technology-dependent fields.

It is the institution's obligation to justify and document the qualifications of its faculty. Determining the acceptability of faculty qualifications requires judicious use of professional judgment, especially when persons do not hold degrees in the teaching discipline or are qualified based on criteria other than their academic credentials. Similarly, persons holding a degree at the same or lower level than the level at which the course is taught require additional qualifications and the application of professional judgment. Additional justification is needed for these cases as compared to cases where the academic credentials are a "perfect match" for the teaching assignments.

Appropriate qualifications may also differ depending on whether a course is generally transferable to other institutions; qualifications for teaching nontransferable technical courses depend heavily on professional experience and appropriate certifications or work experience.

When an institution defines faculty qualifications using faculty credentials, institutions should use the SACSCOC faculty credential guidelines published on the SACSCOC webpage under policies and publications <http://www.sacscoc.org/pdf/081705/faculty%20credentials.pdf>.

LSCO'S PROCESS AND GUIDELINES ON FACULTY CREDENTIALS

Lamar State College Orange (LSCO) adheres to SACSCOC Comprehensive Standard 6.2.a published in the *Principles of Accreditation* by employing competent faculty members qualified to accomplish the mission and goals of the College. LSCO determines and defines faculty qualifications through an internal process that uses the LSCO Credentialing Standards by Course guidelines (Appendix A) and the following minimum criteria:

1. To teach **transfer courses (UT)**, a faculty member must:
 - Hold a master's degree or higher in the teaching discipline;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in the teaching discipline.
2. To teach **transfer lab science courses (UT)**, a faculty member must:
 - Hold a master's degree or higher in the teaching discipline;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in the teaching discipline;
 - **OR:** Hold a bachelor's degree in a science-specific discipline.
 - **OR:** Hold a bachelor's degree in any discipline, with a combination of 18 undergraduate and/or graduate hours in lab science.
3. To teach **developmental mathematics courses, (D) developmental reading and writing (D), or science lab (SL) courses**, a faculty member must:
 - Hold a master's degree or higher in the reading, writing, or math;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in reading, writing, or math;
 - **OR:** Hold a bachelor's degree in reading, writing, or math;
 - **OR:** Hold a bachelor's degree in any discipline, with 24 undergraduate and/or graduate hours in reading, writing, or math;
 - **OR:** Hold a bachelor's degree in any discipline with a current Texas Education Agency (TEA) Secondary Certificate with 12 undergraduate hours in reading, writing, or math.
4. To teach **Math and Science Support Lab (D) courses**, a faculty member must:
 - Hold a master's degree or higher in the math or science;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in math or science;
 - **OR:** Hold a bachelor's degree in math or science;
 - **OR:** Hold a bachelor's degree in any discipline, with 18 undergraduate and/or graduate hours in math or science;
5. To teach **workforce associate degree non-transfer courses (UN [AAS])**, a faculty member must:
 - Hold a master's degree or higher in the teaching discipline;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in the teaching discipline;
 - **OR:** Hold a bachelor's degree in the teaching discipline;
 - **OR:** Hold a bachelor's degree in any discipline, with 12 undergraduate hours in the teaching discipline or related field;
 - **OR:** Hold an associate's degree in the teaching discipline PLUS have 3 years of relevant full-time work experience.
 - **OR:** Has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification on Faculty Qualifications. (**NOTE: SECTION E & F MUST BE COMPLETED and be accompanied by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, Faculty Credential Justification of Qualifications form, etc.)**)
6. To teach **workforce certificate-only courses (UN [CERT])**, not intended for transfer, a faculty member must:
 - Hold a master's degree or higher in the teaching discipline;
 - **OR:** Hold a master's degree in any discipline, with 18 graduate hours in the teaching discipline;
 - **OR:** Hold a bachelor's degree in the teaching discipline;
 - **OR:** Hold a bachelor's degree in any discipline, with 12 undergraduate and/or graduate hours in the teaching discipline or related field;
 - **OR:** Hold an associate's degree in the teaching discipline PLUS have 3 years of relevant full-time work experience;
 - **OR:** Hold a college credit certificate or an industry-recognized credential/certificate in the teaching discipline PLUS have 3 years of relevant full-time work experience.

- **OR:** Has completed the LSC-O “Faculty Credential Justification of Qualification” form establishing alternate justification on Faculty Qualifications. (**NOTE: SECTION E & F MUST BE COMPLETED and be accompanied by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, Faculty Credential Justification of Qualifications form, etc.)**)
7. To teach **associate degree nursing courses**, a faculty member must:
- Hold a bachelor’s degree in nursing; **AND either**
 - Be currently enrolled in a master’s degree nursing program and earned a minimum of 50% of the required credits towards the master’s degree in nursing; **OR**
 - If master’s degree is in any discipline other than nursing, have a documented plan to complete, within a designated time frame or have completed, at least six (6) graduate semester hours in nursing; **AND**
 - Be a Registered Nurse (RN) in Texas.
 - Meets Programmatic Accreditation Qualifications.

ESTABLISHING ALTERNATE JUSTIFICATION ON FACULTY QUALIFICATIONS

If a faculty member does not possess the academic credentials as outlined above and presented in the “LSCO Faculty Credential Evaluation Summary” form (Appendix B), a “LSCO Faculty Credential Justification of Qualifications” form (Appendix C) must be completed by the immediate supervisor, signed by the respective Dean and the Provost/Executive Vice President, and submitted to the Human Resource (HR) department.

The “LSCO Faculty Credential Justification of Qualifications” form outlines the relevant justification(s) that have been used to qualify the faculty member whose academic experience may fall below the LSCO qualification standards. Supporting documentation outlining the justification should be cited and submitted with the justification provided on this form.

Examples of acceptable justification may include, but not be limited to the following:

- Related work experience in the discipline (**NOTE: Work experience should be accompanied by supporting documentation that verifies employment records: i.e., verification of employment (VOE), letter of employment on company letterhead, etc.**)
- Professional licensure and certifications
- Honors, awards, or continued documented excellence in teaching
- Demonstrated competencies and achievements related to the learning outcomes cross walked with the course(s) which will be taught

When the credentials of the instructor of record do not meet the minimum requirements as outlined in the LSCO Faculty Credentialing policy, but the prospective instructor possesses outstanding professional experience or relevant industrial certification/licensure, the individual may be alternatively credentialed. A minimum of two faculty (e.g., program director, department chair, associate dean, dean) must review and approve any request for alternative credentials for an instructor of record.

A minimum of five (5) years of verifiable relevant work experience may be counted as one (1) year of academic preparation up to the equivalent of a two (2) year Associated of Applied Science in the discipline that the prospective instructor is being justified as a credentialed faculty.

STANDARDS FOR DOCUMENTATION

All documentation used to qualify faculty members to teach will be maintained in the permanent personnel file located in the Human Resources (HR) department.

The organization of the permanent personnel files for all faculty will be organized according to the following structure:

1. Faculty Roster
2. Official Transcripts
3. Supporting Credentialing Documentation such as:
 - a. "LSCO Faculty Credential Evaluation Summary" form
 - b. "LSCO Faculty Credential Justification of Qualifications" form
 - c. Any licenses, certificates, work/life experiences, etc. (**NOTE: Work experience must be accompanied by supporting documentation that verifies employment records: i.e. verification of employment (VOE), letter of employment on company letterhead, LSC-O Credentialing Crosswalk, etc.)**
 - d. Any official letters from universities/colleges attended explaining course work purposes or justification for equating course prefixes
 - e. Any letters SACSCOC sent regarding approval of certain credentials
4. Employment Application
5. Resume

SUBMISSION OF TRANSCRIPTS AND CREDENTIALS

All official transcripts must be originals received by LSCO directly from the degree-awarding institutions. Sealed transcripts or electronic transcripts may be sent directly to LSCO, Attention: Human Resources, 410 Front Street, Orange, Texas, 77630, or to the individual's immediate supervisor. Official transcripts and all necessary documents related to the instructional qualification will be maintained in a secure electronic folder stored on an LSCO Internal network drive. Access to write or add files to the electronic folder of the internal network drive is limited to authorized instructional administrators and staff responsible for qualifying faculty credentials.

Academic faculty members must submit to the College official transcripts of the highest degree acquired (doctorate, master's, and bachelor's degrees). Academic faculty are not required to provide community college transcripts or multiple transcripts from any undergraduate college where a degree was not received or coursework is not related to the instructional qualification.

Technical and Health professions faculty members must submit to the College all applicable college work, professional licensures, certifications, honors, awards, or other demonstrated competencies and achievements needed to qualify a faculty member to teach in the related discipline, including but not limited to supporting documentation that verifies employment records for relevant work experience: i.e. reference check log, letter of employment on company letterhead, redacted tax-documents, etc.

TRANSCRIPT EVALUATION PROCESS

Transcripts that are received and verified by the Human Resources department are to be received in a sealed envelope, submitted by the awarding institution, and stamped to officiate status. However, if sealed official transcripts from the degree awarding institution are sent to the immediate supervisor at the College in lieu of the Human Resources (HR) department, the immediate supervisor may review the transcripts, stamp them with the approved stamp to substantiate official status, sign it and complete

the “LSCO Faculty Credential Evaluation Summary” form, and send it to the Provost/Executive Vice President of Academic and Student Affairs to be signed and certified.



Official Stamp:

The official signed copy, along with all qualifying documentation, will be forwarded to the Human Resource (HR) department to be stored.

FACULTY ROSTER DEVELOPMENT

The Provost/Executive Vice President of Academic and Student Affairs will notify the Office of Institutional Research and Effectiveness (OIRE) when **ALL** documents are stored electronically. The OIRE office will consult with LSCO’s Director of SACSCOC Reporting and Institutional Accreditation Liaison to review and verify the “LSCO Faculty Credential Evaluation Summary” form, additional justifications, and other qualifying documentation to ensure accuracy and compliance with SACSCOC Core Requirement Section 6.2a: Faculty published in the *Principles of Accreditation*.

After verification, the OIRE office will enter all credentials and link supporting documentation into Xitracs, LSCO’s credentialing management system, to be stored permanently. A SACSCOC approved faculty roster of the faculty member requiring a new or updated SACSCOC faculty roster will be generated after the census day import into Xitracs each semester and placed in the permanent personnel file as well as electronically on the LSCO transcripts network shared drive.

FACULTY ROSTER UPDATE/REVISION PROCESS

On occasion, an existing LSCO faculty member who has been approved to teach a course using the described guidelines may:

- Be recruited to teach other coursework;
- Have an employment status change; or
- Complete additional education or work that qualifies them to teach courses not previously documented on their faculty roster.

For these instances, the appropriate supervisor will complete a new “LSCO Faculty Credential Evaluation Summary” form, place an “X” by the “Updated Form” box, and **ONLY** note the appropriate boxes applicable to the change.

Appendix A

Credentialing Standards by Course

LSC-O Credentialing Standards by Course

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Accounting	ACCT	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Accounting; Finance	UT
Accounting	ACNT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Accounting; Finance	UN
Agribusiness*	AGCR AGMG AGAH	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Agriculture; Agroecology, Sustainable Agriculture, Animal Science, Dairy Science, Plant Science, Agronomy, Horticulture, Plant Pathology, Wildlife Science, Agricultural Business, Business Administration, Agricultural Economics, Veterinary Sciences, or other related agricultural sciences	

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Animal Science*	AGCR AGMG AGAH	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Agriculture; Agroecology, Sustainable Agriculture, Animal Science, Plant Science, Agronomy, Horticulture, Plant Pathology, Wildlife Science, Zoology, Agricultural Business, Agricultural Economics, Veterinary Sciences	
Anthropology	ANTH	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Anthropology	UT
Architectural Construction	ARCE	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Architectural Engineering, Construction Management, Construction Technology, Construction Science, Construction Education, Facilities Maintenance or Industrial Maintenance, Industrial Technology or Civil Engineering Technology	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Art	ARTS	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Art History, Art Education, Fine Arts, Museum History, Architectural History, Art Metals, Digital Arts, Fiber Arts, and Painting.	UT
Automotive	AUMT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Automotive Technology, Diesel Heavy Equipment, Automotive Engineering, or related areas.	UN
Banking & Finance*	BNKG	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Business, Business Administration, Finance, Banking, Customer Service, Marketing/Sales	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Basic Nursing	NURA	Hold an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry recognized credential/certificate in the teaching discipline plus have 3 years of relevant full-time work experience.	Nursing; Nursing Education; Vocational Nursing; Registered Nursing	UN
Biology	BIOL	Master's degree or higher in discipline or a closely related field or Master's degree or higher with 18 graduate hours in discipline or a closely related field. (NOTE: For Nutrition (BIOL 1322), the qualifying field can be a Master's degree or higher in Nutrition and for Anatomy and Physiology (BIOL 2401, 2402, and 2404), the qualifying field can be a Doctorate degree in Chiropractor).	Anatomy and Physiology, Biology, Biological Sciences, Biomedical Science, Microbiology, Molecular Biology, Zoology, Ecology, Evolutionary Biology, Cell Biology, Integrative Biology	UT
Business Computer Information Systems	BCIS	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Business Administration, Educational Technology, Computer Science, Computer Information Systems, Computer Information Technology, Computer Engineering, Information Technology	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Business and Management	BMGT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Business Administration, Management, Marketing, Entrepreneurship, Organizational Behavior/Development, Supervision and/or Leadership	UN
Business and Management	BUSG	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Business Administration, Management, Marketing, Entrepreneurship, Organizational Behavior/Development, Supervision and/or Leadership, Finance, or a Doctor of Jurisprudence (JD).	UN
Business and Management	BUSI	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline. BUSI 2301: a Doctor of Jurisprudence (JD) will also be accepted.	Business Administration, Management, Finance, Economics, Accounting, Organizational Behavior/Development, Leadership	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Chemical Technology	CTEC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Process Technology, Chemical Engineering, Chemical Engineering Technology, Chemical Laboratory Technology, Petroleum Engineering, Petroleum Engineering Technology	UN
Chemistry	CHEM	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Biochemistry, Chemistry, Science Education	UT
Circuits	CETT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Technology, Electrical Engineering Industrial Technology, Industrial Education, Industrial Arts, Industrial Engineering, Mechanical Engineering	UN
Communication	COMM	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Communication, Mass Communication, Journalism, Photojournalism, Public Relations, Speech Communication	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Computer Graphics / Illustration	ARTC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Arts, Fine Arts, Arts and Technology, Visual Arts and Design, Computer Graphic Design, Computer Information Technology/Education	UN
Computer Information Technology	ITCC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology / Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Computer Information Technology	ITNW	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology/Education, Computer Engineering, Computer-based Information Systems, Business Information Technology/Education, Networking	UN
Computer Information Technology	ITSC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology, Computer Engineering, Instructional Technology, Cybersecurity, Computer-based Information Systems, Business Information Technology, Networking	UN
Computer Information Technology	ITSY	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology/Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Computer Information Technology	ITSE	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology / Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UN
Computer Technology	CPMT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology / Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UN
Computer Science	COSC	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Computer Science, Computer Information Systems, Computer Information Technology / Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Construction	CNBT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Construction Management, Technology, or Education, Facilities Management, Industrial Maintenance, Architectural Engineering, Civil Engineering, Industrial Engineering or other closely related fields.	UN
Construction	WDWK	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Construction Science, Facilities Maintenance or Industrial Maintenance, Industrial Technology or Civil Engineering Technology	UN
Cosmetology	CSME	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Cosmetology Operator, Cosmetology Instructor, or Over 5 years' experience as a Salon Owner/Manager, Licensed Cosmetology Operator, Licensed Cosmetology Instructor	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Court Reporting	CRTR	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Court Reporting	UN
Criminal Justice	CRIJ	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Criminal Justice, Correctional Management, Criminal Justice Administration, Criminology, Forensic Science, Juvenile Justice, Law Enforcement, Police Science, Juris Doctor (JD)	UT
Criminal Justice	CJSA	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Criminal Justice, Correctional Management, Criminal Justice Administration, Criminology, Forensic Science, Juvenile Justice, Law Enforcement, Police Science, Juris Doctor (JD)	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Criminal Justice	CJCR	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Criminal Justice, Correctional Management, Criminal Justice Administration, Criminology, Forensic Science, Juvenile Justice, Law Enforcement, Police Science, Juris Doctor (JD)	UN
Data Analytics*	DATN	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems, Computer Information Technology / Education, Computer Engineering, Computer-based Information Systems, Business Information Technology / Education, Networking	UN
Dental Assisting	DNTA	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Dental Assisting, Dental Hygiene, Dentistry	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Developmental Reading	DIRW	Master's degree or higher in teaching discipline or Master's or higher in any discipline with 18 graduate hours in the teaching discipline; or hold a Bachelor's degree in the teaching discipline with 24 undergraduate and/or graduate hours in the teaching discipline; or hold a Bachelor's degree in any discipline with a current Texas Education Agency (TEA) Secondary Certificate with 12 undergraduate hours in the teaching discipline.	English, Education, Reading, Writing, Linguistics, Language Arts.	D
Developmental Math	DMTH	Master's degree or higher in teaching discipline or Master's or higher in any discipline with 18 graduate hours in the teaching discipline; or hold a Bachelor's degree in the teaching discipline with 24 undergraduate and/or graduate hours in the teaching discipline; or hold a Bachelor's degree in any discipline with a current Texas Education Agency (TEA) Secondary Certificate with 12 undergraduate hours in the teaching discipline.	Mathematics, Math Education, Business, Physics, Engineering	D
Digital Forensics	ITDF	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Criminal Justice, Correctional Management, Criminal Justice Administration, Criminology, Forensic Science, Juvenile Justice, Law Enforcement, Police Science	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Drama	DRAM	Master's degree in discipline or a Master's degree or higher with 18 graduate hours in discipline.	Drama, Theatrical Arts, Fine Arts	UT
Economics	ECON	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Economics	UT
Education	EDUC 1300	EDUC 1300: Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline. Cross Listed as PSYC 1300	Psychology, Higher Education Administration, Educational Administration, Educational Leadership, Educational Psychology, Counseling Psychology, Clinical Psychology, Social Psychology	UT
Education	EDUC	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Education, Elementary Education, Early Childhood Education, Elementary and Secondary Education, Curriculum and Instruction	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Electrical	ELPT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Construction, Electrical Engineering / Technology, Construction Technology, Construction Management, Industrial Electricity,	UN
Electrical Technology	ELTN	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Construction, Electrical Engineering / Technology, Construction Technology, Construction Management, Industrial Electricity,	UN
Electro-cardiography	ECRD	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Emergency Medical Technician, Diagnostic Cardiac Sonography, Paramedic, Fire Protection and Safety Technology, Medical Assistant, Registered Nurse	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Emergency Medical Technology Paramedic	EMSP	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Emergency Medical Technician, Paramedic, Fire Protection and Safety Technology	UN
Entrepreneurship*	BUSG BMGT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Business Administration, Management, Marketing, Entrepreneurship, Organizational Behavior/Development, Supervision and/or Leadership, Finance, or a Doctor of Jurisprudence (JD).	UN
English	ENGL	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	English, English Literature, Linguistics, Rhetoric/Composition Studies, Creative Writing, Technical Writing, Journalism, Professional Writing	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Engineering	ENGR	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Engineering, Aerospace Engineering, Biomedical Engineering, Chemical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Environmental Engineering, Industrial Engineering, Mechanical Engineering, Nuclear Engineering, Petroleum Engineering, Safety Engineering, Structural Engineering	UT
Geography	GEOG	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Geography	UT
Geology	GEOL	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Geology, Geophysics, Oceanography, Earth Science	UT
Government	GOVT	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Government, Political Science, Public Administration, Public Policy, Political Philosophy, International Relations, Political Psychology, or Political Management Comparative Politics, Politics, Political Economy, Juris Doctorate	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
History	HIST	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	History, American History, Texas History, Latin/Mexican American History, Western Civilization History, World Civilization History, Foreign Relations	UT
Health Information Technology	HITT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Health Information Management, Health Information Technology, Nursing, Emergency Medical Services	UN
Hospitality*	HAMG CHEF	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Hospitality, Business Management, General Business, Business Administration	

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Humanities	HUMA	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Art, Art History, Drama, Humanities, Fine Arts, Liberal Arts, Film, Music, Theatre	UT
Hydraulics	HYDR	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Hydraulics, Pneumatics	UN
Instrumentation (Physics of)	INCR	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Instrumentation, Industrial Electricity, Electrical Power Technology, Electrical Engineering, Electronics Engineering Technology	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Instrumentation/ Electro- mechanical / Manufacturing Technology	INTC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Technology, Electrical Engineering Industrial Technology, Industrial Education, Industrial Arts, Industrial Engineering, Mechanical Engineering, Process Technology	UN
Instrumentation/ Electro- mechanical / Manufacturing Technology	MCHN	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Technology, Electrical Engineering Industrial Technology, Industrial Education, Industrial Arts, Industrial Engineering, Mechanical Engineering, Process Technology	UN
Introduction to Spreadsheets	ITSW	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Computer Science, Computer Information Systems/ Technology/ Education, Computer Engineering, Computer-based Information Systems, Business Information Technology/ Education, Networking	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Insurance Services*	INSR	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Insurance, Marketing/Sales, Customer Service, Finance, Business Administration	
Logistics & Supply Chain Management	LMGT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Logistics, Supply Chain, Warehousing, Distribution, Maritime Administration, Business Administration, Information and Operations Management	UN
Manufacturing Technology	INMT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electrical Technology, Electrical Engineering Industrial Technology, Industrial Education, Industrial Arts, Industrial Engineering, Mechanical Engineering, Process Technology	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Manufacturing Technology	RBTC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Electronics, Microprocessors, Computer Engineering, Electrical Technology, Control Engineering, Robotics, Telecommunications, Industrial Technology, Process Technology	UN
Maritime (Seamanship)	NAUT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Maritime, Maritime Administration, Logistics Management	UN
Marketing	MRKG	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Marketing, Communications, Business Administration, Entrepreneurship, Business Development, Management, Corporate/Business Communications	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Massage Therapy	MSSG	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Massage Therapy, Alternative Medicine / Therapies, Acupuncture	UN
Mathematics	MATH	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Mathematics, Mathematics Education	UT
Mathematics (Technical)	TECM	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Mathematics, Mathematics Education, Business, Physics, Engineering	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Medical Nutrition Therapy	FDNS	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications. Cross Listed as BIOL 1322	Anatomy and Physiology, Biology, Biological Sciences, Biomedical Science, Botany, Genetics, Microbiology, Molecular Biology, Zoology, Ecology, Evolutionary Biology, Cell Biology, Integrative Biology	UN
Music	MUSI	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Music, Music Education	UT
Non-course-based mathematics	NCBM	Master's degree or higher in teaching discipline or Master's or higher in any discipline with 18 graduate hours in the teaching discipline; or hold a Bachelor's degree in the teaching discipline with 24 undergraduate and/or graduate hours in the teaching discipline; or hold a Bachelor's degree in any discipline with a current Texas Education Agency (TEA) Secondary Certificate with 12 undergraduate hours in the teaching discipline; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Mathematics; Statistics; Mathematics Education	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Occupational Safety & Health	OSHT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Occupational Health & Safety, Construction Management, Construction Science, Facilities Maintenance or Industrial Maintenance. Completion of OSHA 510, 511 or equivalent course.	UN
Pharmacy Technology	PHRA	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Pharmacy, Pharmacy Technician	UN
Philosophy	PHIL	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Philosophy, History of Ideas	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Phlebotomy	PLAB	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Surgical Technology, Nursing, Phlebotomist	UN
Physics	PHYS	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Physics, Astronomy, Engineering and Related Physical Science	UT
Plumbing Technology	PFPB	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Plumbing, HVAC, Facilities or Industrial Maintenance, Industrial Technology, Pipe Fitting	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Process Technology	PTAC	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Process Technology, Chemical Engineering, Chemical Engineering Technology, Chemical Laboratory Technology, Petroleum Engineering, Petroleum Engineering Technology	UN
Process Technology (Applied Physics/Special Topics in Chemistry)	SCIT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Biology; Biochemistry; Biology Science; Chiropractic; Chemistry; Biophysics; Physics	UN
Psychology	PSYC	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Psychology, Counseling Psychology, Clinical Psychology, Social Psychology	UT

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Real Estate	RELE	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Real Estate, Business Administration, Management, Marketing, Finance	UN
Registered Nursing	RNSG	Bachelor's degree or higher in discipline; and either be currently enrolled in a Master's degree nursing program and earned a minimum of 50% of the required credits towards the Master's degree in nursing; OR if Master's degree is in any discipline other than nursing, have a documented plan to complete, within a designated time frame or have completed, at least six (6) graduate semester hours in nursing; AND be a Registered Nurse (RN) in Texas; and meets any other programmatic accreditation qualifications if required.	Nursing; Nursing Education	UN
Safety, Health, and Environment	EPCT	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Occupational Safety and Health, Construction Management, Construction Science, Facilities Maintenance, Industrial Maintenance, Process Operating. OSHA 510, 511 or equivalent certification.	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Sign Language	SGNL	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	American Sign Language and Deaf Education	UT
Sociology	SOCI	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Sociology	UT
Spanish	SPAN	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Spanish	UT
Speech	SPCH	Master's degree or higher in teaching discipline or Master's degree or higher in any discipline, with 18 graduate semester hours in teaching discipline.	Speech, Speech Communication, Communication Theory, Organizational Communication, Interpersonal Communication, Theatre Arts, Mass Communications, Strategic Communications	UT
Vocational Nursing	VNSG	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience.	Nursing, Vocational Nursing, Registered Nursing, Nurse Practitioner	UN

Discipline	Course Prefixes	Current Faculty Minimum Requirements	Qualifying Fields	Course Type
Welding Technology	WLDG	Bachelor's degree or higher in teaching discipline or Bachelor's degree or higher in any discipline, with 12 undergraduate semester hours in the teaching discipline or related field; or an Associate's degree in discipline plus have 3 years of relevant full-time work experience; or hold a college certificate or an industry-recognized credential/certificate in the teaching discipline or related field plus have 3 years of relevant full-time work experience; or has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification of Faculty Qualifications.	Welding, Welding Technology, Metals Science (Metallurgy or Materials Science), Pipe Fitting; Industrial Education, Industrial Technology, Industrial Arts, Agriculture	UN

Appendix B
Faculty Credential Evaluation Summary

Lamar State College Orange (LSCO)
FACULTY CREDENTIAL EVALUATION SUMMARY FORM

DATE:

- NEW FORM
- UPDATED FORM (only complete appropriate boxes **APPLICABLE** to the change)

A. FACULTY INFORMATION

Semester	Year	Name of Person Completing Form	
Faculty Name		Full/Part-Time (Adjunct)	Programs or Teaching Departments (list all that apply) AND Level of Award (i.e. Welding CERTIFICATE or Liberal Arts AA)

B. COURSES that can be TAUGHT at LSCO

Course Prefix	Course #	Course Description	Course Type (UT – Transfer Course, D – Developmental, UN – Workforce/Technical Associate, UN - Certificate)	Semester Credit Hours

C. EDUCATION (List ALL college and degree information for which OFFICIAL TRANSCRIPT(S) have been provided to QUALIFY FACULTY to teach in their respective PROGRAM selected in SECTION A.)

Year	Institution Name	Degree (MA, MS, BAAS, AAS, CC)	Description of Degree (Ex: Criminal Justice, History)

D. TRANSCRIPT COURSE INFORMATION IF APPLICABLE – COMPLETE THIS SECTION ONLY if degree is NOT in discipline being taught at LSCO (i.e. Master’s in History, but teaching Sociology, list all appropriate Sociology courses below). (NOTE: If necessary attach course description and learning outcomes of courses not using the same prefix/rubric)

Institution Name	Grad/ Under- Grad	Course Prefix	Course #	Course Description	SCH	Grade	Term/Year Taken

E. LICENSES/CERTIFICATES IF APPLICABLE – COMPLETE THIS SECTION ONLY if license(s)/certificate(s) is/are needed to qualify faculty to teach a course listed in SECTION B. (COPIES OF CURRENT LICENSES/CERTIFICATES MUST BE SUBMITTED.)

License/Certificate #	Expiration Date (MM/DD/YYYY)	Issue Date (MM/DD/YYYY)	Issuing State	Issuing Entity Name (provide URL)	License/Certificate Description

Lamar State College Orange (LSCO)
FACULTY CREDENTIAL EVALUATION SUMMARY FORM

F. WORK/LIFE EXPERIENCE IF APPLICABLE-COMPLETE THIS SECTION ONLY if work/life experience is needed to qualify faculty to teach a course listed in SECTION B. (VERIFICATION OF EMPLOYMENT (VOE), letter of employment on company letterhead, etc., MUST BE SUBMITTED.)

Work/Life Experience (Business/Experience Name)	Description (Position Title/Duties)	Start Date (MM/DD/YYYY)	End Date (MM/DD/YYYY)	Supporting Documentation Type

G. OFFICIAL TRANSCRIPT(S)/JUSTIFICATION(S) A FACULTY ROSTER will NOT be provided to the HR DEPARTMENT until ALL required documentation has been SUBMITTED.

- Official transcript(s) with **ALL** other required documentation have been submitted to the HR department to qualify faculty to teach in their respective discipline.
- Official transcript(s) with **ALL** other required documentation have **NOT** been submitted to the HR department. Faculty has been informed to request required documentation to qualify to teach in their respective discipline.
- Meets qualifications through justification. A "*Faculty Credential Justification of Qualifications*" form to be completed by immediate supervisor, signed by the Provost/EVP, and submitted to the HR department to qualify faculty to teach in their respective discipline.

H. FACULTY QUALIFICATION(S)

Transfer Courses (UT) Meets Criteria: Yes No

- Hold a master's degree or higher in the teaching discipline; **OR**
- Hold a master's degree or higher in any discipline, with 18 graduate hours in the teaching discipline. (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed.**)

Transfer Lab Science Courses (UT) Meets Criteria: Yes No

- Hold a master's degree or higher in the science discipline; **OR**
- Hold a master's degree or higher in any discipline, with 18 graduate hours in the specific science discipline. (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed**); **OR**
- Hold a bachelor's degree in the specific science lab discipline; **OR**
- Hold a bachelor's degree in any discipline, with a combination of 18 undergraduate and/or graduate hours in lab science.

Developmental Mathematics (D) Meets Criteria: Yes No

- Hold a master's degree or higher in Mathematics; **OR**
- Hold a master's degree or higher in any discipline, with 18 graduate hours in Mathematics (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed**); **OR**
- Hold a Bachelor's degree in Mathematics; **OR**
- Hold a bachelor's degree in any discipline, with 24 undergraduate and/or graduate hours in Mathematics (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed**); **OR**
- Hold a Bachelor's degree in any discipline with current TEA Secondary Certificate with 12 undergraduate hours in Mathematics (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed AND you MUST submit a copy of the current certificate.**)

Developmental Reading or Writing (D) Meets Criteria: Yes No

- Hold a master's degree or higher in reading, writing, or English; **OR**
- Hold a master's degree or higher in any discipline, with 18 graduate hours in reading, writing, or English (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed**); **OR**
- Hold a Bachelor's degree in reading, writing, or English; **OR**
- Hold a bachelor's degree in any discipline, with 24 undergraduate and/or graduate hours in reading, writing, or English (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed**); **OR**
- Hold a Bachelor's degree in any discipline with current TEA Secondary Certificate with 12 undergraduate hours in reading, writing, or English (**NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed AND you MUST submit a copy of the current certificate.**)

Lamar State College Orange (LSCO)
FACULTY CREDENTIAL EVALUATION SUMMARY FORM

Math and/or Science Support Lab (D)	Meets Criteria: <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Hold a master's degree or higher in the math or science; OR <input type="checkbox"/> Hold a master's degree or higher in any discipline, with 18 graduate hours in the specific math or science; (NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed); OR <input type="checkbox"/> Hold a bachelor's degree in the specific math or science; OR <input type="checkbox"/> Hold a bachelor's degree in any discipline, with a combination of 18 undergraduate and/or graduate hours in math or science.	
Workforce Associate Degree Non-Transfer Courses (UN [(AAS)])	Meets Criteria: <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Hold a master's degree or higher in the teaching discipline; OR <input type="checkbox"/> Hold a master's degree or higher in any discipline, with 18 graduate hours in the teaching discipline (NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed); OR <input type="checkbox"/> Hold a bachelor's degree in the teaching discipline; OR <input type="checkbox"/> Hold a bachelor's degree in any discipline, with 12 undergraduate and/or graduate hours in the teaching discipline or related field (NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed); OR <input type="checkbox"/> Hold an associate's degree in the teaching discipline PLUS have 3 years of relevant full-time work experience (NOTE: SECTION E (Licenses/Certificates) & SECTION F (Work/Life Experience) MUST BE ACCOMPANIED by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, etc.) <input type="checkbox"/> Has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification on Faculty Qualifications. (NOTE: SECTION E (Licenses/Certificates) & SECTION F (Work/Life Experience) MUST BE ACCOMPANIED by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, Faculty Credential Justification of Qualifications, etc.)	
Workforce Certificate Only Courses (UN [(CERT)])	Meets Criteria: <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Hold a master's degree or higher in the teaching discipline; OR <input type="checkbox"/> Hold a master's degree or higher in any discipline, with 18 graduate hours in the teaching discipline (NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed); OR <input type="checkbox"/> Hold a bachelor's degree in the teaching discipline; OR <input type="checkbox"/> Hold a bachelor's degree in any discipline, with 12 undergraduate and/or graduate hours in the teaching discipline or related field (NOTE: If this option is selected, SECTION D-TRANSCRIPT COURSE INFORMATION must be completed); OR <input type="checkbox"/> Hold an associate's degree in the teaching discipline PLUS have 3 years of relevant full-time work experience (NOTE: SECTION E (Licenses/Certificates) & SECTION F (Work/Life Experience) MUST BE ACCOMPANIED by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, etc.); OR <input type="checkbox"/> Hold a college certificate or an industry-recognized credential/certificate in the teaching discipline PLUS have 3 years of relevant full-time work experience (NOTE: SECTION E (Licenses/Certificates) & SECTION F (Work/Life Experience) MUST BE ACCOMPANIED by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, etc.) <input type="checkbox"/> Has completed the LSC-O "Faculty Credential Justification of Qualification" form establishing alternate justification on Faculty Qualifications. (NOTE: SECTION E (Licenses/Certificates) & SECTION F (Work/Life Experience) MUST BE ACCOMPANIED by supporting documentation. (i.e., verification of employment (VOE), letter of employment on company letterhead, Faculty Credential Justification of Qualifications, etc.)	
Associate Degree Nursing Courses (multiple boxes should be checked for verification)	Meets Criteria: <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Hold a bachelor's degree in nursing; AND either <input type="checkbox"/> Be currently enrolled in a master's degree nursing program and earned a minimum of 50% of the required credits towards the master's degree in nursing; OR <input type="checkbox"/> If master's or higher degree is in any discipline other than nursing, have a documented plan to complete, within a designated time frame or have completed, at least six (6) graduate semester hours in nursing; AND <input type="checkbox"/> Be a Registered Nurse (RN) in Texas. <input type="checkbox"/> Meets Programmatic Accreditation Qualifications.	

Lamar State College Orange
FACULTY CREDENTIAL EVALUATION SUMMARY FORM

I: SIGNATURES OF APPROVAL	
<i>Faculty Attesting Appropriate Information Included on Form</i>	<i>Date</i>
<i>Program Director/Lead Faculty Approval</i>	<i>Date</i>
<i>Dean Approval</i>	<i>Date</i>
<i>SACSCOC Liaison Approval</i>	<i>Date</i>
<i>Provost/Executive Vice President</i>	<i>Date</i>

Member of the Texas State University System

Equal Opportunity/Affirmative Action Institution

Appendix C

Faculty Credential Justification of Qualifications

Department Chair: _____ Department Chair: _____
Typed Name Signature

Dean: _____ Dean: _____
Typed Name Signature

EVP/Provost: _____ EVP/Provost: _____
Typed Name Signature

Submitted to Human Resource Department: _____