

Faculty Credentials and Equivalent/Tested Experience

The Higher Learning Commission (HLC) expects that all of the institutions it accredits follow Assumed Practices, a set of practices shared by institutions of higher education in the United States that are generally matters to be determined as facts, rather than matters requiring professional judgment and (2) unlikely to vary by institutional mission or context. The determining of qualified faculty as outlined below is one such practice.

HLC's updated *Determining Qualified Faculty* policy outlines that all SAIC faculty must have the appropriate academic credentials to teach courses at a particular level in a particular discipline (see *SAIC Faculty Credential Table*). However, if a faculty member does not have the appropriate academic credentials, *Equivalent/Tested Experience* may satisfy this requirement. SAIC must have reviewed all faculty to be in compliance with this policy by September 1, 2017. According to the HLC, "Faculty teaching in undergraduate programs should hold a degree at least one level above that of the program in which they are teaching. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they teach." Additionally, the HLC stipulates, "Faculty teaching in graduate programs should hold the terminal degree determined by the discipline and have a record of research, scholarship, or achievement appropriate for the graduate program". If a candidate does not meet the above credentialed criteria, SAIC may consider the criteria in the rubric for *Equivalent/Tested Experience for Faculty*. Per HLC, "an institution that intends to use tested experience as a basis for hiring faculty must have well-defined policies, procedures and documentation that demonstrate when such experience is sufficient to determine that the faculty member has the expertise necessary to teach students in that discipline".

The Higher Learning Commission "allows an institution to determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. This experience should be *tested experience* in that it includes a breadth and depth of experience outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. An institution that intends to use tested experience as a basis for hiring faculty must have a well-defined policy and procedure for determining when such experience is sufficient to determine that the faculty member has the expertise necessary to teach students in that discipline."

For instance, an artist working in a studio area may have an exceptional and active exhibition record but may have started their career at a time when MFA study was less frequent. Additionally, in design areas or tech areas, wherein a candidate/faculty member may have valuable experience outside of the academic realm (i.e. an architect with 5+ years of experience at a well-known corporate firm or a media candidate without a masters degree with 5+ years working in broadcast media), the tested experience rubric would be a valuable tool in order to qualify and quantify that that experience may be comparable or more valuable than a terminal degree.

By using the *SAIC Faculty Credential Table* and the *Equivalent/Testing Experience for Faculty* rubric, SAIC can determine if a candidate's tested experience is equivalent to the minimum credential requirements for teaching in the intended degree program.

Determining Faculty Credentials or Equivalent/Tested Experience for Faculty Candidates During a Search

During the formal searching periods for full-time, tenured or tenure-track faculty, and for ongoing hiring of semester-by-semester part-time faculty (including visiting artists, low-res MFA, and continuing studies faculty), the *SAIC Faculty Credential Table* should be used to evaluate candidates according to the *Determining Qualified Faculty* requirements per the Higher Learning Commission. If a candidate does not meet the minimum required credentials as outlined in the table, the rubric for *Equivalent/Tested Experience for Faculty* should be used to determine whether or not the candidate is qualified in lieu of having the appropriate degree credentials.

Determining Faculty Credentials or Equivalent/Tested Experience for Faculty Currently Teaching in the Degree Programs

All full-time tenured or tenure track faculty and part-time faculty (including visiting artists, low-res MFA, and continuing studies faculty) must adhere to the HLC guidelines referred to in the previous paragraphs. The *SAIC Faculty Credential Table* should be used to evaluate current faculty members according to the *Determining Qualified Faculty* requirements per the Higher Learning Commission. If a current faculty member does not meet the minimum required credentials as outlined in the table, the rubric for *Equivalent/Tested Experience for Faculty* should be used to determine whether or not the candidate is qualified in lieu of having the appropriate degree credentials.

Per the HLC, “HLC requirements related to qualified faculty are in no way a mandate from HLC to terminate or no longer renew contracts with current faculty members. HLC expects that institutions will work with faculty who are otherwise performing well to ensure that they meet HLC’s requirements (whether through credentials or tested experience or a combination thereof). HLC also expects that institutions will honor existing contracts with individual faculty or collective bargaining units until such time as institutions have had an opportunity under the contract to renegotiate provisions that relate to faculty credentials if such revisions to the contract are necessary for the institution to meet HLC’s requirements. HLC recognizes that in many cases such renegotiation or revision may not be able to take place until the contract expires or at the contract’s next renewal date.

As part of its ongoing evaluation of faculty, institutions may determine that there need to be changes in faculty hiring requirements and to new or existing institutional policies pursuant to best (and emerging) practices in higher education related to faculty (not necessarily related to HLC’s requirements). Institutions may also determine that certain faculty members have not performed well according to the institutions’ purview. Under no circumstances should institutions use HLC’s requirements as a pretext to eliminate faculty members who have not performed well or who do not meet institutional hiring requirements for faculty members and would otherwise have not been retained for these reasons.”

SAIC FACULTY CREDENTIAL TABLE

Faculty teaching in higher education institutions should have completed a program of study in the discipline or subfield (as applicable) in which they teach, and/or for which they develop curricula, with coursework at least one level above that of the courses being taught or developed. Completion of a degree in a specific field enhances an instructor's depth of subject matter knowledge and is easily definable. The Higher Learning Commission expects that all of the institutions it accredits follow Assumed Practices, a set of practices shared by institutions of higher education in the United States that are generally matters to be determined as facts, rather than matters requiring professional judgment and (2) unlikely to vary by institutional mission or context. The determining of qualified faculty as outlined below is one such practice.

The credentialing information* listed below is based on courses as they appear in the 2016-2017 Academic Year Catalog and are the required guidelines for full-time and part-time faculty.

DEPARTMENT	DEGREE PROGRAM	COURSE LEVEL	SAIC GUIDELINES FOR MINIMUM ACADEMIC CREDENTIALS
Architecture, Interior Architecture, & Designed Objects (AIADO)	BIA**	1000-4000	MArch OR equivalent terminal degree determined by the discipline OR other Master's degree with at least 18 graduate credit hours relative to course content being taught
	All Other Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR MArch OR MDDO OR other Master's degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR MArch OR MDDO OR other Master's degree with at least 18 graduate credit hours relative to course content being taught
	MArch	5000-6000	MArch or equivalent <i>terminal</i> degree determined by the discipline
	MArch with Emphasis in Interior Architecture	5000-6000	MArch or equivalent <i>terminal</i> degree determined by the discipline
	MDDO	5000-6000	MDDO or equivalent <i>terminal</i> degree determined by the discipline
	All Other Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR MArch, MDDO, or other equivalent <i>terminal</i> degree determined by the discipline
Arts Administration & Policy (AAP)	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
	MAAAP	5000-6000	MFA with specialty relative to course content being taught OR MAAAP or equivalent <i>terminal</i> degree determined by the discipline
	MAAH + MAAAP Dual Degree	5000-6000	MAAAP or equivalent <i>terminal</i> degree determined by the discipline
Art Education	BFAAE	2000-4000	MA with state teaching certification OR MAAE OR MFA in Art, Studio Art, or Art Education
	MAAE	5000-6000	MAAE OR MFA in Art Education
	MAT	5000-6000	MAT OR MA with state teaching certification OR MAAE OR MFA in Art, Studio Art, or Art Education
Art History, Theory, & Criticism (ARTHI)	BFAAH**	1000-4000	MA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	BAAH	1000-4000	MA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Other Undergraduate Degrees	1000-4000	MA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio or Fashion	3000-5000	MA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	MAAH	5000-6000	PhD in Art History or equivalent <i>terminal</i> degree determined by the discipline (including ADB status)
	MAAH Design	5000-6000	PhD in Art History or equivalent <i>terminal</i> degree determined by the discipline (including ADB status)
	MAAH + MAAAP Dual Degree	5000-6000	PhD in Art History or equivalent <i>terminal</i> degree determined by the discipline (including ADB status)
	All Other Graduate Degrees	5000-6000	PhD in Art History or equivalent <i>terminal</i> degree determined by the discipline (including ADB status)
Art & Technology Studies (ATS)	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Art Therapy	MAATC	5000-6000	Master's degree with specialty relative to course content being taught OR ATR if teaching a core graduate level art therapy course
Ceramics	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught

	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Contemporary Practices (CP)	All Undergraduate Degrees	1000-2000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
Continuing Studies	CAAP	N/A	MFA in teaching specialty OR other Master's degree with at least 18 graduate credit hours in teaching specialty
	ECP	N/A	MFA in teaching specialty OR other Master's degree with at least 18 graduate credit hours in teaching specialty
	TICA	N/A	MFA in teaching specialty OR other Master's degree with at least 18 graduate credit hours in teaching specialty
	TIME	N/A	MFA in teaching specialty OR other Master's degree with at least 18 graduate credit hours in teaching specialty
Fashion	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Fashion	3000-5000	MDes or MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	MDes in Fashion	5000-6000	MDes with specialty in Fashion Design OR MFA with specialty in Fashion Design OR equivalent <i>terminal</i> degree determined by the discipline
Fiber & Material Studies	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Film, Video, New Media, & Animation (FVNMA)	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Historic Preservation (HPres)	MS in HPres	5000-6000	MHPres OR Master's Degree in related field such as Arch. History, Planning, Arch., Law or related field with demonstrated experience in Historic Preservation
	Cert. in HPres	5000-6000	MHPres OR Master's Degree in related field such as Arch. History, Planning, Arch., Law or related field with demonstrated experience in Historic Preservation
Liberal Arts (includes AAP and EIS courses)	All Undergraduate Degrees	1000-4000	Master's Degree with specialty relative to course content being taught OR Master's with at least 18 graduate hours relative to course content being taught
New Arts Journalism (NAJ)	BFA in Studio	1000-4000	MA NAJ OR MFA with specialty in Arts Journalism OR other Master's Degree with at least 18 graduate credit hours in Arts Journalism
	MFA in Studio	5000-6000	MFA with specialty in Arts Journalism OR equivalent terminal degree determined by the discipline
	MA NAJ	5000-6000	MFA with specialty in Arts Journalism OR equivalent terminal degree determined by the discipline
Painting + Drawing (PTDW)	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Performance	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Photography	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Printmedia	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Sculpture	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught

	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Sound	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Visual and Critical Studies (VCS)	BAVCS	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours in teaching specialty
	All Other Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
	MAVCS	5000-6000	<i>Terminal</i> degree in teaching specialty
Visual Communication Design (VCD)	All Undergraduate Degrees	1000-4000	MFA or MDes with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	PBCC in Studio	3000-5000	MFA or MDes with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	All Graduate Degrees	5000-6000	MFA or MDes with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Writing	All Undergraduate Degrees	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate hours relative to course content being taught
	BFAW	1000-4000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours in Writing.
	PBCC in Studio	3000-5000	MFA with specialty relative to course content being taught OR other Master's Degree with at least 18 graduate credit hours relative to course content being taught
	MFAW	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
	All Other Graduate Degrees	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline
Low-Residency MFA	Low-Res MFA	5000-6000	MFA with specialty relative to course content being taught OR equivalent <i>terminal</i> degree determined by the discipline

* If prospective Faculty member does not meet the guidelines on this document, please review and complete the Equivalent /Tested Experience Rubric.

** The Bachelor's in Interior Architecture (BIA) & Bachelor of Fine Arts with emphasis in Art History, Theory, and Criticism (BFAAH) Degrees are sunseting. No new students are being enrolled.

EQUIVALENT/TESTED EXPERIENCE RUBRIC FOR FACULTY

This Equivalent/Tested Experience Rubric for Faculty is intended to be considered as a modular document to be shaped and edited as appropriate for the discipline in which the faculty member will be teaching. After editing the rubric per the appropriate disciplinary requirements, circle one ranking in each relevant row and attach candidate's CV along with the completed rubric.

Candidate Name:

				If a faculty member or candidate does not have a terminal degree, they must receive a ranking of at least a 2 in each applicable category to teach at the undergraduate level.	If a faculty member or candidate does not have a terminal degree, they must receive a ranking of at least a 3 in each applicable category to teach at the graduate level.		
Types of Tested Experience		0	1	2	3	4	5
1	Exhibition/Performance/ Screening History	No Exhibitions/ Performances/ Screenings	Fewer Than 10 Exhibitions/ Performances/ Screenings: None Invited	More than 10 Exhibitions/Performances/Screenings Including Some Invited	More than 10 Exhibitions/Performances/Screenings At Least 1 Solo Exhibition/Nationally Recognized Venues	Invited Exhibitions/Performances/Screenings + Museum Exhibitions/Nationally and Internationally Recognized Venues	Solo Museum Exhibitions +
2	Record of Scholarship/Publications	No Publications	Fewer Than 3 Articles/Essays/ Chapbooks/Etc	3-8 Articles/Essays/Chapbooks/Etc	8-12 Articles/Essays/Chapbooks/Etc and/or Book Draft with Plans for Publication	1 Book and 12+ Articles/Essays/Chapbooks/Etc Published	2 or More Books and 12+ Articles/Essays/Chapbooks/Etc Published
3	Relevant Professional Work (Clinical, Curatorial, Design, Educational, Administrative, Etc)	None	Fewer Than 2 Years	2 - 3 Years	3 - 5 Years	5 - 10 Years	10+ Years
4	Major Awards	None	1-2 Regional Awards	3+ Regional Awards	1-2 Major National Awards	1-2 Major National + International Awards	3+ Major National + International Awards
5	Lectures/Presentations	None	Fewer Than 10 Lectures/None Invited	More than 10 Lectures/Presentations including Invited Conferences/Events	More than 10 Lectures/Presentations with Nationally Recognized Conferences/Events	Invited Nationally and Internationally Recognized Conferences/Events	
6	Professional Boards/Associations/Juries						
7	Specialized or Hybrid Skills/Perspective/Research						
8	Certification or Other Credentials						
9	Other						
10							

The question that we're trying to answer here is: What is the equivalent/tested experience comparative to an MFA?

For a faculty member to be considered eligible to teach at the undergraduate level, they must have completed at least 18 credits toward the educational credentials listed on the Faculty Credentialing Table **OR RECEIVED A RANKING OF AT LEAST A 2 ACCORDING TO THE TESTED EXPERIENCE RUBRIC.**

For a faculty member to be considered eligible to teach at the graduate level, they must have completed the educational credentials listed on the Faculty Credentialing Table **OR RECEIVED A RANKING OF AT LEAST A 3 ACCORDING TO THE TESTED EXPERIENCE RUBRIC.**

Notes/Comments: