

## AC407: Faculty Academic/Professional Credential Requirements

<b>Policy Title:</b>	Faculty Academic/Professional Credential Requirements
<b>Policy Number:</b>	AC407
<b>Owner:</b>	Sr. Vice President Academic
<b>Approved by:</b>	College Executive Team
<b>Effective Date:</b>	September 2021
<b>Reference:</b>	
<b>Links to Other Policy:</b>	

St. Lawrence College is committed to making our resources fully accessible to all persons. This document will be made available in alternative format upon request.

### BACKGROUND

**Definitions:**

**Academic Credentials:** a credential from an accredited postsecondary institution that indicates that the person has successfully completed a particular course of study (e.g. bachelor's, master's, doctorate degree).

**Breadth Courses:** courses outside of the core field of study which are taken as electives.

**Professional Credentials:** a credential from a certifying or regulatory body warranting that the professional or tradesperson has the essential knowledge and skills of a specified domain necessary for safe and appropriate practice of the profession or trade.

**Purpose:**

This policy outlines the academic and/or professional credentials required of faculty to teach at St. Lawrence College (hereafter referred to as "SLC" or "the College").

**Scope:**

This applies to all full and non-full-time faculty of the College.

## POLICY STATEMENTS

### 1. Academic Credential Requirements

#### All Programs

- 1.1. Normally, faculty members teaching within a given program are required to hold an academic credential at least one credential higher than the level of the credential which the student will earn upon graduation from the given program.
- 1.2. All faculty members teaching within a given program may also be required to possess the appropriate qualifications and fields of expertise as determined by regulatory bodies, and where relevant, be practitioners.

#### Degree Programs

- 1.3. All faculty members teaching core courses in a degree program or acting as thesis supervisors or teaching non-core (breadth) courses:
  - have, where relevant, professional credentials and related work experience that meet the minimum requirements as set out by PEQAB with regards to their academic credential level and field/discipline. Exceptions must be (a) based on the relative scarcity of related postsecondary credentials or other supporting circumstances and (b) justified in writing and approved by the Sr VP, Academic); and
  - engage in a level of scholarship, research, or creative activity sufficient to ensure their currency in the field.
- 1.4. PEQAB benchmarks with regards to the percentage of the students' learning experience in the professional or main field of study and in the non-core (breadth) areas are taught by faculty members holding the terminal academic credential in the field or a closely related discipline will be met (typically 50%). (A doctorate is normally the terminal academic credential in the field or discipline with the exception of certain disciplines where a master's degree in the field/discipline is more typical.)

#### Apprenticeship Programs

- 1.5. Faculty teaching in Apprenticeship programs will hold a Certificate of Qualification and a Certificate of Apprenticeship. Other forms of relevant

certification plus experience in the trade equal in length to an apprenticeship may be considered for part-time or sessional teaching.

2. Verification of Academic Credential

Faculty members must provide evidence to the College of their credential(s). Credentials issued from institutions outside of Canada will be evaluated for purposes of teaching in all College programs. International credentials must be proven to meet the standard of similarly named credentials offered by Canadian institutions. The College will hold on file verification that the highest academic credential claimed was actually awarded. Academic credentials must be released directly to the College by the awarding institution.

3. Professional Credential Requirements

Normally, faculty teaching in those fields where a professional accreditation, registration or license is required will be expected to hold that accreditation, professional registration or license to teach. For example, faculty teaching nursing subjects are required to be registered with the College of Nurses of Ontario; faculty teaching accounting are required to hold a CPA, CA, CMA, or the equivalent. In those fields where accreditation is not mandatory, faculty will be expected to hold the related accreditation or commit to pursue it within a five-year period.

4. Work Experience

Faculty teaching courses that are directly workplace-related are required to have a minimum of five years appropriate experience in the field.

## **MONITORING**

It is the responsibility of the Senior Vice President, Academic and the Deans/Associate Deans to ensure adherence to the policy and to interpret the policy.

## **NEXT POLICY REVISION DATE**

September 2026

## SPECIFIC LINKS

PEQAB 2020 Manual for Public Organizations (including Ontario Colleges)  
([www.peqab.ca/Publications/Handbooks%20Guidelines/MANUAL\\_COLLEGES\\_PUBLICS%20November2020.pdf](http://www.peqab.ca/Publications/Handbooks%20Guidelines/MANUAL_COLLEGES_PUBLICS%20November2020.pdf))