

Article VI: Human Resources/Instruction
Section B: Duties, Workload, Qualifications
Policy 010: Qualifications of Instructors

VI.B.010: Candidates recommended to the Board of Education for teaching lower division collegiate courses must present a master's degree in a subject area closely related to that subject area in which the instructor will be teaching. In accordance with OAR 589-008-0100, individuals who have demonstrated competence in their subject area and served in professional fields, and in cases in which documentation to support the individual's proficiency and high level of competency can be assembled, the master's degree requirement may be waived at the discretion of the College President. In such cases, the candidate's progress toward educational attainment will be monitored through the appropriate supervisory processes for the department. This approval will be considered provisional until:

- a. an appropriate master's degree has been attained and documentation submitted, or
- b. 24-30 graduate credits in the discipline area being taught have been attained and documentation submitted, or
- c. Candidates holding a Master of Arts in Teaching, licensed by the Oregon Teacher Standards and Practices board, and who have demonstrated competence in their subject area, will be considered provisionally approved to teach lower-division collegiate courses.

Recommendation for presidential waiver and provisional approval will be made by the appropriate vice-president or dean, based on a candidate's additional qualifications for the position. Expectations for completion of additional educational requirements will be considered as part of the recommendation.

Foremost consideration in hiring vocational instructors will be experience in and knowledge of the occupational area in which they are instructing. Teaching in some career or technical areas requires a master's degree in the subject area, and in those cases, candidates must meet the criteria listed above. Some career and technical areas certify and/or license professionals, separate from educational attainment. Candidates applying for these positions will be screened for the appropriate mix of educational and professional experience.

Qualifications for teaching pre-collegiate courses, non-credit courses, and for faculty tutor positions vary by position and department requirements. Candidates applying for these positions will be screened for the appropriate mix of educational and professional experience. Successful teaching and educational experience is preferred for all open positions.

Article VI: Human Resources/Instruction
Section B: Duties, Workload, Qualifications
Policy 020: Faculty Hours on Campus

VI.B.020: RCC instructors have announced office hours for each campus and shall be otherwise generally available to students for consultation. Office hours shall be posted and made available at the office of the Vice President of Instructional Services. A full-time faculty member shall be available for faculty-related duties as assigned by the appropriate vice president or dean. Specific details of work assignments and responsibilities will be included in collective bargaining agreements.