



Title	<b>Qualifications for Continuing Studies Instructors</b>
Policy No.	C.3.12
Approval Body	Board of Governors
Policy Sponsor	Vice President, Academic & Research
Last Revised/Replaces	
Effective Date	February 25, 2015

### **CONTEXT AND PURPOSE**

This policy will guide Vancouver Community College (VCC; the College) in the hiring of instructors for Continuing Studies with the appropriate credentials and experience commensurate with the academic and professional standards of their programs, courses and/or services. Highly qualified instructors are critical to student success at VCC.

### **SCOPE AND LIMITS**

This policy and related procedures applies to all Continuing Studies instructors at Vancouver Community College.

### **STATEMENT OF POLICY PRINCIPLES**

1. The College is committed to the continuous assurance of program quality and the success of its students through graduation.
2. The credibility of the College's programs/courses require instructors who are appropriately qualified:
  - a. Instructor qualification requirements will vary in accordance with the academic and professional expectations appropriate to the College's diverse programs, courses and/or service responsibilities.
  - b. Instructors have the appropriate balance of three essential qualifications: employment experience, academic and/or professional/industry credentials, and a commitment to teaching excellence.
  - c. Meets external expectations where there are accreditation, articulation, and provincial/national approval bodies.

### **DEFINITIONS**

Qualifications: The academic and professional expectations appropriate to individual courses include specific, desirable and/or additional qualifications as determined by the Program Coordinator in conjunction with the Dean of Continuing Studies.

Temporary Instructional Appointment: A contract issued to continuing studies instructors outlining the details of each assigned course including rate of pay, hours and dates.

#### **RELATED LEGISLATION & POLICIES**

Legislation:

*College and Institute Act*, Section 23(1)(i)

Policies:

C.3.11 Qualifications for Faculty Members

#### **RELATED PROCEDURES**

Refer to C.3.12 Qualifications for Continuing Studies Procedures.