



PROCEDURES

Title	Qualifications for Faculty Members
Policy No.	C.3.11
Approval Body	Education Council
Policy Sponsor	Vice President, Academic & Research
Last Revised/Replaces	
Effective Date	Jun 20, 2014

1. The Dean/Director with responsibility for a program/course or service area will ensure a hiring recommendation process proposed by an area adheres to College policies, procedures, principles of administrative justice, the VCC Faculty Association Collective Agreement, and appropriate federal and provincial legislation.
2. In keeping with appropriate academic and professional standards of their programs, courses and/or service areas, all areas will recommend the qualifications for faculty appointments as per the related Policy Principles.
3. Each area will review its qualifications for faculty appointments on an annual basis and make recommendations as necessary.
4. An area's inventory of qualified auxiliary instructors will be kept up to date and reviewed at least annually.
5. The Human Resources Department will make the current list of qualifications for faculty appointments in each program/course and service area available for viewing on the College's website.

RELATED POLICY

Refer to C.3.11 Qualifications for Faculty Members Policy.