

Community College System of New Hampshire Minimum Standards for Adjunct & Running Start Faculty

Keeping in mind that decisions on faculty credentialing are made on a case-by-case basis, the following guidelines are used by college Vice Presidents of Academic Affairs in evaluating a person's eligibility to teach a Running Start course or any other college-sponsored course. These guidelines are based on various accreditation standards each college must adhere to:

- In General Education areas* a minimum of a Master's degree, preferably in the field being taught or a closely related field (e.g., a Master's in Physics to teach Math). Individuals with a Master's in Education will be considered, provided the individual has twelve (12) graduate credits in the content area being taught and a Bachelor's degree in the content field or closely related field. Workshops, seminars, certifications, and other forms of professional development in the content area may also be considered in reaching the twelve credit requirement.
- **(Tech I)** In Technical and career areas, such as massage therapy, automotive, welding, electrical, HVAC, machine tool--those areas that were once considered "vocational," a minimum of a Bachelor's degree in the field or a closely related field. Individuals with an Associate's degree and other forms of licensure or certification combined with a minimum of four (4) years related professional work or teaching experience would also be considered.
- **(Tech II)** In Technical areas such as engineering technology, computer technology, spatial information technology, biotechnology, a minimum of a Master's degree, preferably in the field being taught or a closely related field. Individuals with a Master's degree in Education will be considered, provided the individual has twelve (12) graduate credits in the content area or closely related field. Individuals with a Bachelor's degree and other forms of licensure or certification combined with a minimum of four (4) years related work experience would also be considered.
- In Non-Technical areas such as Business, Accounting, Early Childhood Education, Human Services, Criminal Justice, Education, Travel and Tourism, a minimum of a Master's degree, preferably in the field being taught or a closely related field. Individuals with a Master's in Education will be considered, provided the individual has a Bachelor's in the content area or closely related field.
- In Developmental areas, such as Math, English, Reading and Science, a Master's degree in the area or closely related area. Individuals with a Bachelor's degree in the area or closely related area will be considered provided they have a minimum of four (4) years teaching experience.
- Allied Health and other programs with national accreditations: variable depending on accreditation requirements (usually not appropriate for Running Start)

Exceptions to the above may be made by the Vice President of Academic Affairs if an individual can show equivalent academic and/or work or teaching experience. However, in no case will an individual be required to have qualifications exceeding those outlined above.

In addition, exceptions to the above may be made by individual colleges for a temporary appointment based on unusual circumstances as defined by the college. Such appointments may be done one time only and cannot exceed two individual or two consecutive semesters.

*General Education areas include the following: English, Communications, Humanities, Fine Arts, Foreign Language, Social Science, History, Religion, Philosophy, Math, and Science.