Faculty Qualifications

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Policy Statement

BCIT employs competent faculty appropriately qualified to accomplish the mission and goals of the Institution. Students in all programs, disciplines, and locations have the right to receive instruction from appropriately qualified faculty.

Appropriate qualifications vary by program and may include the following:

- An earned academic credential in the discipline at the appropriate level for the material being taught
- Professional and/or trade licensure or certification
- Relevant employment experience and industry participation
- Honours and awards
- Demonstrated commitment to teaching excellence
- Other demonstrated competencies and achievements that contribute to effective teaching and learning outcomes

The Institute recognizes that the academic departments are best situated to interpret their specific balance of faculty qualifications, and expects them to exercise discretion in accordance with the intent and spirit of this policy.

BCIT's collective agreements contain provisions that have relevance to selection and retention of faculty. If there is conflict between this policy and the collective agreements, the collective agreement language will prevail.

Purpose of Policy

The purposes of this policy are as follows:

- To set forth general guidelines with respect to the qualifications expected for BCIT faculty, reflecting the diverse nature of BCIT's programming
- To define the roles and responsibilities of BCIT employees involved in the hiring of faculty in support of the ongoing quality of program development and delivery
- To meet provincial legislative requirements for an Institutional policy on faculty qualifications [*College and Institute Act*, s. 23(1)(i)],

- To meet accrediting bodies' requirements that the Institute have an institutional policy and approach for faculty qualifications, for both new and ongoing programs

Table of Contents

Policy Statement	1
Purpose of Policy	1
Who This Policy Applies To	2
Scope	2
Related Documents and Legislation	2
Definitions	3
Establishing Faculty Qualifications	3
Guiding Principles	3
Duties and Responsibilities	5
Approval History	5
Scheduled Review Date	5

Who This Policy Applies To

This policy applies to all BCIT regular and temporary teaching faculty (including part time studies), and to those with responsibility for managing the hiring of faculty in support of the ongoing quality of program development and delivery.

Scope

This policy applies to the hiring of all BCIT Faculty (including part-time studies). This policy will not apply to Faculty employed before the effective date of this policy.

Related Documents and Legislation

Government of British Columbia

College and Institute Act, RSBC 1996, c 52

Ministry of Post-Secondary Education and Future Skills. (September 2024). *Quality Assessment Process and Criteria: BC Public Post-Secondary Institutions*.

BCIT

BCIT Faculty and Staff Association Collective Agreement

BCGEU Instructional Unit Collective Agreement

BCIT Learning and Teaching Framework

Definitions

For the purposes of this policy, the following definitions apply:

"Faculty" refers to both regular and temporary "Vocational Instructors" as referenced in the BCGEU Instructional Unit Collective Agreement and regular and temporary teaching "Faculty" as referenced in the BCIT Faculty and Staff Association Collective Agreement.

"Department" refers to both "specialization and specialization groupings" as referenced in the BCGEU Instructional Unit Collective Agreement and "department" as referenced in the BCIT Faculty and Staff Collective Agreement.

Professional and/or trade "Licensure or Certification" refers to an appropriate designation granted by the authorized governing body; for example, the CPA designation granted by the Chartered Professional Accountants of Canada, or the Red Seal granted by the Industry Training Authority in conjunction with the Canadian Council of Directors of Apprenticeship (CCDA) and Employment and Social Development Canada (ESDC).

Establishing Faculty Qualifications

Individual departments establish Faculty qualifications in reference to this Policy 5601, to be approved by the school dean in consultation with the Institute's Human Resources Department.

Guiding Principles

This policy provides general direction to departments and their selection and hiring committees.

1. BCIT's unique mandate requires that Faculty have the appropriate balance of three essential qualifications: employment experience, academic and/or professional/industry credentials, and a commitment to teaching excellence.
2. BCIT requires rigour, consistency, and appropriate standards of appointment.
3. BCIT recognizes that qualifications vary by program area, and expects the selection committees to exercise discretion to best meet the instructional needs of the department, while complying with the aims of this policy.
4. BCIT recognizes that exceptions will occasionally be required and specifies the terms and procedures for managing the exception.
5. Industry and academia are experiencing rapid change and knowledge creation; BCIT supports hiring Faculty with demonstrated commitment to professional development and engagement in activities that maintain their currency in their field of expertise, and with the propensity to contribute to the program's body of knowledge.
6. This policy supports the provincial legislation and accrediting bodies' requirement for a policy on Faculty qualifications.

Essential Qualifications

The guiding principles described in this policy establish three essential qualifications to be balanced: employment experience; academic and/or professional/industry credentials; and demonstrated commitment to teaching excellence. These are further explained as follows:

Employment experience relates to the experience Faculty bring to BCIT, and should be relevant to the program area and curriculum to be delivered, at the appropriate level and duration, and show an appropriate level of success or mastery.

Commitment to teaching excellence relates to either the demonstrated ability of the Faculty candidate to instruct in the program area, or at the discretion of the selection or hiring committee, evidence that the candidate is committed to professional development, peer review, and taking advantage of the resources made available to become an accomplished instructor. Demonstrated commitment at time of hire could involve enrolment in or completion of the Provincial Instructor Diploma, or a Master of Education Degree as examples; or demonstrated commitment to maintaining currency with learning and teaching principles, relevant industry practice, upgrading and advancement of credentials, peer review, and scholarly activity.

Academic and/or professional/industry credentials relate to either the required academic credential, the required industry credential (professional designation, trade licensure or certification, etc.), or both as appropriate. The following provides further guidance:

Program-Level Qualifications

When a selection or hiring committee defines the Faculty qualifications for a role profile, they should consider the following as guidelines:

1. **All Faculty**
   All Faculty, regardless of program or discipline, should have demonstrated mastery of the subject area through their employment experience. The department establishes the duration and calibre of employment experience required for the particular position.
2. **Faculty teaching trades, technical studies or vocational programs** must meet the requirements of the specific trade or technical studies discipline. As a minimum: trade qualification in the designated trade, or recognized industry qualification in non-designated trades and other occupations; five years' experience as a journey-person or equivalent; previous supervisory or teaching experience; and skills and abilities to instruct the curriculum. This includes programs leading to external agency certification, for example, the Industry Training Authority (ITA), Inter-Provincial Red Seal, Trades Qualification (TQ), Transport Canada, European Aviation Safety Authority, among others.
3. **Faculty teaching technology courses not designed for transfer to a degree**
   A bachelor's degree or equivalent in the subject discipline, with appropriate employment experience and demonstrated competencies in the teaching discipline.

4. **Faculty teaching diploma courses designed for transfer to a degree**
   Master's degree or equivalent in the subject discipline or master's degree in Education with an undergraduate credential in the subject discipline.
5. **Faculty teaching courses at the bachelor's degree level**
   Master's degree or equivalent in the subject discipline or master's degree in Education with an undergraduate credential in the subject discipline.
6. **Faculty teaching graduate courses**
   Earned doctorate/terminal degree or equivalent in the subject discipline or a related discipline.

Duties and Responsibilities

Department

Departments are responsible for Faculty selection and hiring decisions. Departments will consult this policy, and apply its spirit and intent in all new selection or hiring decisions. It is the department's responsibility to find the appropriate balance between the three essential qualifications required (industry experience; academic and/or industry credentials; commitment to teaching excellence), considering both the short-term and long-term needs of the department.

School Administration

The deans and associate deans are responsible for ensuring the selection or hiring committees are aware of and comply with this policy, give final approval, and maintain responsibility for all department selection recommendations.

VP Academic Office

The VP Academic Office, in conjunction with Human Resources personnel are responsible for keeping this policy current, relevant, and in compliance with the Province's *College and Institute Act*, and other legislation or external accreditations deemed appropriate.

Associated Procedures

None

Associated Forms

None

Approval History

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