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This is Elaina Cantrell Robinson, from the Office of Planning and Assessment and welcome to the Texas Tech University’s Institutional Effectiveness Progress Portal overview of Faculty Credentialing

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Faculty credentialing is the activity of confirming an instructor of record’s qualifications to teach. It is Texas Tech policy to ensure that all faculty members, instructors, and qualified graduate student part-time instructors (GPTI) who are designated as “instructors of record” for credit bearing course sections, are academically prepared and possess the training and experience to teach in an academic setting.
Like many Higher Education Institutions, Texas Tech University follows faculty credentialing guidelines set by their regional accrediting body. Texas Tech is accredited by SACSCOC, the Southern Association of Colleges and Schools Commission on Colleges.

The SACSCOC Comprehensive Standards 3.7.1 is concerned with Faculty Credentialing and is labeled Faculty Competence

*The institution employs competent faculty members qualified to accomplish the mission and goals of the institution. When determining acceptable qualifications of its faculty, an institution gives primary consideration to the highest earned degree in the discipline in accordance with the guidelines listed below. The institution also considers competence.*
effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. For all cases, the institution is responsible for justifying and documenting the qualifications of its faculty.

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Texas Tech OP 32.36: Certification of Faculty Qualifications further defines what is necessary for a faculty member or instructor of record to be qualified. These qualifications include for Baccalaureate Faculty
All full-time and part-time faculty members (instructors of record) teaching courses leading toward the baccalaureate degree, other than physical education activity courses, must have completed at least 18 graduate semester hours in the teaching discipline or hold at least a master's degree or equivalent credential. Outstanding professional experience and demonstrated contributions to the teaching discipline may be presented on an exceptional basis in lieu of formal academic preparation. Such individual cases must be justified in writing.

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Graduate Faculty

Each faculty member (instructor of record) teaching courses at the master's and specialist degree level is expected to hold the terminal degree, usually the earned
doctorate, in the teaching discipline or a related discipline. The terminal degree generally represents the most advance degree available within an academic discipline. In some instances, the master's degree in the discipline may be considered the terminal degree.

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Graduate Teaching Assistants

Graduate teaching assistants who have primary responsibility for teaching a baccalaureate-level course for credit and/or assigning grades must have earned at least 18 graduate hours in the teaching discipline. They must also be under the direct supervision of a faculty member experienced in the teaching discipline, receive regular in-service training, and be evaluated regularly.

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The requirements do not apply to graduate teaching assistants engaged in assignments such as teaching physical education activities, assisting in laboratory sessions, attending or helping prepare lectures, paper grading, keeping class records, and conducting discussion groups.

For more information, please review OP 32.36.

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The software platform that Texas Tech uses to record faculty credentials is DigitalMeasures. All instructors of record are given user accounts after a course has been scheduled. DigitalMeasures can be accessed on the Faculty Tab or by searching DigitalMeasures on the TTU website.

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If you have any questions, please contact me, Elaina Cantrell Robinson at elaina.cantrell@ttu.edu or the Office of Planning and Assessment main number 742-1505.