1.0 POLICY STATEMENT
The policy provides that all members of the faculty possess the academic preparation, training and experience to teach in an academic setting and meet or exceed the minimum requirements of accrediting bodies and state agencies to accomplish the educational mission of OHSU. Primary consideration is given to the highest degree earned in the discipline. OHSU also considers competence, effectiveness, capacity, honors and awards, and continuous documented excellence in the mission areas relevant to the faculty appointment and responsibility. In general, the minimum credential guidelines should include:

(i) Faculty teaching baccalaureate courses should have an earned master’s degree or doctorate in the discipline and/or possess relevant clinical practice in the field as appropriate. School of Nursing undergraduate faculty, clinical teaching associates and preceptors must comply with and are subject to criteria described in OAR 851-021-0045.

(ii) Faculty teaching graduate or professional courses should have an earned doctorate, terminal professional degree, or equivalent experience.

(iii) Preceptors supervising students in clinical placements, practicum, field experiences or internships are required to meet and document the qualifications as appropriate to the profession and specialized accreditation requirements, as follows: (i) minimum earned degree or credential appropriate to the field of preceptorship; (ii) current unencumbered appropriate professional licensure in the state in which the practicum site is located; (iii) board eligibility and certification, both specialty and subspecialty including date of certification and recertification where appropriate; (iv) evidence of successful experience in the field, profession or discipline; (v) employment by the organization in which the practicum is taking place; (vi) employment at the same work location to facilitate supervision of the intern on a daily basis; and/or (vii) assessment by the dean or governing body. All School of Nursing preceptors must comply with OAR-851-021-0045.

(iv) Preceptors may neither be employers nor relatives of the student.

2.0 DEFINITIONS
2.1 Faculty credentials include earned degrees, awarding institutions and award date, professional licensure and certificates as appropriate to the discipline, and other requirements of accrediting bodies.

2.2 Faculty refers to the instructors of record or preceptor for a course or clinical experience/internship/practicum/clerkship for which the student is earning academic credit.

2.3 Preceptor refers to an expert or specialist who gives practical instruction, training and supervision to a student, typically in a clinical setting.

2.4 For the purposes of this policy supervision refers to a properly credentialed member of a profession overseeing and evaluating a student. The supervisor’s role is to ensure quality, professionalism, and where appropriate, patient safety, as the student develops and refines profession-specific skills and knowledge.

3.0 RESPONSIBILITIES
3.1 It is the responsibility of prospective faculty to provide the university with all of the
documentation needed to verify their credentials. This documentation could include, but is
not limited to, curriculum vitae, official transcripts for terminal degree awarded, appropriate
licenses or certifications, and/or verification of employment related to the field or
profession.
3.2 The dean is responsible for approving the qualifications of faculty members to teach the
course(s) they are assigned.

4.0 PROCEDURES
The dean is responsible for keeping the records of faculty members.

5.0 RELATED POLICIES
03-15-020 Academic and Research Institute Faculty Appointments
03-15-025 Faculty Appointments
03-20-001 Eligibility for Tenure
03-20-005 Initial Appointment and Probationary Service for Faculty

6.0 KEY SEARCH WORDS
Minimum faculty qualifications, faculty credentials, Notice of Appointment

7.0 REVISION HISTORY

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<thead>
<tr>
<th>Date</th>
<th>Version</th>
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<tbody>
<tr>
<td>8/21/2013</td>
<td>1.0</td>
<td>New Policy Statement</td>
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<tr>
<td>7/31/2015</td>
<td>2.0</td>
<td>Interim Policy Implemented</td>
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Responsible Officer: Provost's Office.
Policy Contact: Office of Academic and Student Affairs, 503-494-7878.
Supersedes: N/A