

AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies

Reference:

Education Code Sections 87001, 87003, 87743.2; Title 5, Section 53400 et seq.

Faculty Service Areas

Faculty service areas shall be established after negotiation and consultation as required by law with the appropriate faculty representatives.

Minimum Qualifications

Faculty shall meet minimum qualifications established by the Board of Governors, or shall possess qualifications that are at least equivalent to the minimum qualifications set out in the regulations of the Board of Governors.

Equivalencies

Equivalency Committee. An academic senate equivalency committee shall be established to fulfill the requirement of Education Code Section 87359, which states that the equivalency process "shall include reasonable procedures to ensure that the governing board relies primarily upon the advice and judgment of the Academic Senate to determine that each individual employed under the authority granted by the regulations possesses qualifications that are at least equivalent to the applicable minimum qualifications..." In order to ensure that the governing board relies primarily on the advice and judgment of the Academic Senate, the academic senate equivalency committee shall:

- Be available to screening and selection committees as a resource regarding equivalency determinations.
- Further clarify the criteria to be used for determining equivalency.
- Ensure that careful records are kept of all equivalency determinations.
- Periodically review this procedure and recommend necessary changes to the Academic Senate and governing board.
- In general, ensure that the equivalency process works well and meets the requirements of the law.
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Determination of Equivalencies. The following procedure is to be used to determine when an applicant for a faculty position, although lacking the exact degree or experience specified in the Disciplines List of the Board of Governors that establishes the minimum qualifications for hire, nonetheless does possess qualifications that are at least equivalent to those required by the Disciplines List. The procedure is intended to ensure a fair and objective process for determining when an applicant has the equivalent qualifications. It is not intended to grant waivers for lack of the required qualifications.

All faculty position announcements will state the required qualifications as specified by the Disciplines List, including the possibility of meeting the equivalent of the required degree or experience.

District application forms for faculty positions will ask applicants to state whether they meet the minimum qualifications of the Disciplines List or whether they believe they meet the equivalent. Those claiming equivalency will then be asked to state their reasons and to present evidence. It will be the responsibility of the applicant to supply all evidence and documentation for the claim of equivalency at the time of application.

The Director of Human Resources will first screen all applicants. Those claiming equivalency will have their claims examined by the equivalency committee prior to being screened for an interview. Only applicants who are found to meet the test of equivalency shall be selected for interview.

The District may elect to award equivalency for faculty teaching in vocational disciplines that do not require the master's degree using the following state standards:

- A. Recognized expertise in the field, or
- B. A Bachelor's Degree in the discipline from an accredited college or university or appropriate foreign institution and experience in the field, or
- C. Any Bachelor's Degree and enrollment in a discipline specific Master's program in the discipline, or
- D. An Associate Degree plus five (5) years of current experience directly related to the discipline, or the number of years of direct experience in the field that are determined by Advisory Committees, State Licensure Bodies/Boards, or departmentally defined standards, as being equivalent to five (5) years of education.

Rare exceptions: In the rare case that an individual does not specifically meet the equivalency provisions as stated in the above, and the department chair, the full-time faculty in that discipline (if applicable), supervising instructional administrator and the Vice President of Instructional Services agree that the person is otherwise qualified to teach in that discipline, that individual's qualifications may be recommended to the academic senate equivalency committee chair as deemed "equivalent" for that discipline. The equivalency committee considers the recommendation and makes the final decision.