

**3.7.1** 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. 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. **(Faculty competence)**

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### **Off-Site Committee Comments**

Troy University included a total of 2107 faculty entries in the tables submitted as part of the documentation for the compliance report. It was not feasible for the committee to review the entire population. Therefore, a systematic random sampling technique was used to review 20 percent of the faculty in each of the five colleges and the two special units. Based on this sample, documentation for a number of faculty members was found to be insufficient. They have been identified on the faculty roster. The On-Site Committee should review these credentials and the additional documentation provided by the institution. Since this analysis is based on a 20 percent sample, it is recommended that the On-Site Committee review faculty credentials in greater detail. This review should include faculty teaching in all locations where Troy University offers academic programs.

### **NARRATIVE**

Troy University takes very seriously the employment of competent faculty members qualified to accomplish the mission and goals of the University. Troy University has established guidelines for determining faculty qualifications. Faculty credentials are carefully reviewed at various academic levels as part of the certification process and before a faculty member may be certified to teach. Occasionally a faculty member may not hold a terminal degree in the area of certification or have completed the 18 graduate semester or equivalent quarter hours needed for certification at the undergraduate level, but may have applicable experience or expertise in the subject area that complements his or her academic preparation. A faculty member of this type may be recommended for certification by validation of “other qualifications.” Faculty qualifying to teach via other qualifications will have a memo or letter of justification from the department chair, director, associate dean, or dean and have additional documentation to substantiate the special qualifications that relate to the area of certification.

Troy University values the off-site committee’s concern that documentation of some sampled faculty credentials was found to be insufficient or incomplete. In response, Troy University has systematically reviewed these faculty member’s certifications and has addressed each of the committee’s concerns in the following ways.

The off-site committee identified thirty-one (two were duplications) faculty members needing additional documentation for certification and review. An analysis of the noted faculty members revealed that 25 faculty members possessed qualifications that were not explicitly justified as exceptional qualifications listed as other qualifications. Certification records of these faculty members were reviewed and memoranda of justifications were rewritten providing greater details of the academic and experiential justification for certification for these faculty members. A number of these cases were submitted as “completed concentration” on the faculty roster that lacked the needed specificity. Specific academic information (the number of graduate credits hours taken in the area of specialization or teaching area concentration) was added to the update faculty roster. Six faculty members’ names that appeared on the SACS list were decertified and are removed from teaching further courses. Evidence of decertification actions is reflected on the Commission’s faculty roster forms (Appendix C) and in the online Reference Room under Decertified Instructional Faculty.

In addition to taking corrective actions related to the identified faculty concerns, the dean of each college examined the faculty rosters and identified any additional faculty justifications they felt would be helpful in clarifying faculty qualifications. More comprehensive justifications, statements of related course work, or decertifications occurred as a result of the dean’s further examination of faculty certifications. Faculty Rosters for Selected Global Campus Locations and Merged 2007-08 Faculty Rosters provide documentation of the results of the corrective actions.

As a result of the follow up reviews of decertified faculty members and the challenges apparent in tracking additional qualifications, the University plans to implement an electronic software system that will house faculty data, to include certifications, decertifications and special qualifications.

Troy University wishes to reemphasize its commitment to a qualified faculty through a continuous review of faculty credentials based on an agreed upon standard. The University has reviewed the credentials of the faculty identified as lacking sufficient documentation and taken immediate corrective actions. Additionally, the faculty rosters for all Troy University locations were further scrutinized.

Troy University respectfully submits that it complies with this comprehensive standard.

3.7.1 Supporting Documentation Available Online	Location
Academic Operating Procedure 10-23-07-01	<a href="http://sacs.troy.edu/reference/aop/AOP_10-23-07-01.pdf">http://sacs.troy.edu/reference/aop/AOP_10-23-07-01.pdf</a>
Decertified Instructional Faculty	<a href="http://sacs.troy.edu/reference/decertifications/">http://sacs.troy.edu/reference/decertifications/</a>
Faculty Rosters for Selected Global Campus Locations	<a href="http://sacs.troy.edu/reference/faculty-rosters/globalcampus/">http://sacs.troy.edu/reference/faculty-rosters/globalcampus/</a>
Merged 2007-08 Faculty Rosters	<a href="http://sacs.troy.edu/reference/faculty-rosters/merged/">http://sacs.troy.edu/reference/faculty-rosters/merged/</a>

