



Faculty Credentials Minutes 11/27/23

Start: 2:30pm **End:** 4:30pm

Attendance

In-Person: VPASA Theresa Billiot, Dean Tracy Kincannon, Dean Charla Lewis, Associate Dean Rebekah Wagenbach, Dr. Marjory Hall (Faculty Senate Representative), Mr. Tito Aznar, Associate Dean Abbas Aboohamidi

Teams Meeting: Ms. Kasey Sewell and Interim Dean Amanda Beasley

Agenda link

[Agenda 11.27.23 Faculty Credentials.docx](#)

Meeting

- Discussion of policies
- OPSU is checking to ensure all faculty have proper credentials.
 - o Tested experience means experience outside of OPSU. Teaching experience at OPSU does not count as tested experience.
- Updating all the steps/procedures with a new format in Faculty Success.
- Validating credentials begins during the hiring process. Hiring is contingent upon providing evidence of meeting OPSU credentials policy.
 - o Some areas we might not be able to determine if a faculty member is fully qualified.
 - o Evidence for HLC
 - o New hire is responsible for providing proper documentation, transcripts, etc.
- Faculty Success will be our centralized system for transcripts, etc.
- Faculty Qualifications Plan
 - o Built in Faculty Success
 - Send to deans
 - o Letter for identified unqualified faculty members to express their intentions to obtain or not obtain the minimum 18 graduate credit hours.
- General Education faculty
 - o Per HLC policy, the committee is implementing and using OPSU policy.
 - o The committee looked through our Gen Ed faculty to see if they are qualified.
- Deans need to evaluate adjuncts and determine if they are qualified.

Minutes Approved: 12/18/23