

LAB INSTRUCTOR CREDENTIALING POLICY (Adopted 8/30/05)

Many courses have lab components. Some labs require a separate grade to be issued on the student transcript. Full-time faculty, part-time faculty, graduate teaching assistants, and visiting lecturers who teach labs where over >50 percent of the course grade is based on the lab component must meet SACS credentialing guidelines. According to the *Principles of Accreditation*, the appropriate credentials are a minimum of 18 graduate semester hours in the teaching discipline, a Masters degree in the teaching discipline, or a PhD in the teaching discipline.

Instructors proctoring labs, coordinating labs, grading quizzes, etc., must work under the supervision of an appropriately credentialed faculty member, and must hold an undergraduate degree in the field of study in which the lab operates or, in justified cases, in a related field. Lab assistants may award partial grades (<50%) for student work as long as faculty assigned to teach the course awards the final grade credited on the transcript. Undergraduate students who assist in labs must be supervised by faculty and may not assign grades.