



POLICY STATEMENT

Policy Name	Employee Credentials		
Policy #	707	Category	Human Resources
Policy Sponsor	Associate Vice-President, Human Resources	Previous Revision Date	May 6, 2013
Policy Approved by	President & CEO	Issue or Revision Date	December 6, 2018
Procedures Approved by	CFO & Vice-President, Administrative Services	Review Date	December 2023

See the related [PROCEDURES](#).

PURPOSE

The purpose of this policy is to ensure that all employees hold position-specific qualifications, including appropriate academic credentials.

GUIDING PRINCIPLES

1. Saskatchewan Polytechnic is committed to providing quality programs and services to the student population by attracting, recruiting and retaining qualified people.
2. Saskatchewan Polytechnic values the pursuit of advanced academic degrees for its employees.
3. Qualified faculty will ensure the integrity of curriculum and program delivery, and advance knowledge, teaching and learning, applied research and scholarly activity.

POLICY

1. All employees shall possess or obtain minimum academic credentials and designations, accreditations or certifications as prescribed by Saskatchewan Polytechnic. In addition, all employees will be expected to have practitioner-based experience in their field as prescribed by Saskatchewan Polytechnic.
2. Academic credentials, designations, accreditations or certifications, and practical experience will be identified for all recruitment and selection processes and explicitly stated on all job postings.
3. Academic credentials, designations, accreditations or certifications, and experience will be defined to ensure relevant accreditation standards are met.
4. The standard minimum qualification for teaching in a bachelor degree program will be a

Master's degree in the discipline or related field. Saskatchewan Polytechnic desires to have instructional academic employees in degree programs that possess an advanced degree in the discipline or related field, normally at the doctoral level.

5. Alternative qualifications of academic credentials, occupational/professional designations, accreditations or certifications, and experience combined with demonstrated and documented professional competence in the field may be considered or required for Saskatchewan Polytechnic employees.
6. Employees working in fields where a designation, accreditation or certification is normally expected will be required to hold and maintain that designation.
7. Faculty will be supported through a New Instructor Orientation (NIO) and an Adult Teaching and Learning Program, as outlined in the Faculty Preparation and Development Policy 108.

DEFINITIONS

N/A

RELATED POLICIES/DOCUMENTS

Faculty Preparation and Development Policy # 108

APPLICABLE LEGISLATION OR REGULATIONS

N/A