

## BBCC ADMINISTRATIVE PROCESS

<b>TITLE:</b> Certification Criteria for Prof/Tech Math Instructors	<b>PAGE:</b> 1 OF 1	<b>NUMBER:</b> 5401	<b>REVIEWED:</b> REVISED: New
<b>ORIGINATING DEPARTMENT:</b> Instruction	<b>EFFECTIVE DATE:</b> 9/25/12	<b>SUPERSEDES NO. DATE:</b>	
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In accordance with WAC 131-16-070 – 094, the following evaluation criteria is to be used to certify a Professional/Technical instructor to teach mathematics courses relevant to their discipline in the case where they do not already meet established state and accreditation commission criterion.

1. Each math instructor in the Professional/Technical programs will have a minimum of ten quarter credits (or equivalent) in academic transfer, college level, precalculus mathematics subject to the following conditions:
  - a) All courses will have a mathematics prefix;
  - b) Survey courses such as "History of Mathematics," "Survey of Mathematics," "Mathematics for Elementary Education," etc. cannot be used to meet this requirement.
  - c) All courses will be evaluated by the mathematics department to ensure that the college level content is met.
  
2. The math instructor will have the full-time equivalent of five years' experience in any combination drawn from the following:
  - a) Professional licensing or certifications relevant to the areas taught;
  - b) Professional experience practicing in the field in an area where mathematical principles are used;
  - c) Teaching experience in a professional capacity. Team teaching with a qualified mathematics instructor can count towards this qualification.
  
3. Two classroom observations will be conducted by members of the BBCC mathematics department to evaluate the individual's instructional skills in mathematics. The tenure track evaluation form used in the tenure process will be adequate to report the observation. This observation may be combined with observations for the tenure process if a member of the math department is on a probationer's tenure committee.
  
4. A report demonstrating how the instructor meets the above requirements will be written by the math department and placed in the instructor's permanent file in the Human Resources office.

Related Resources:

WAC 131-16-070 - 094