

**WEST VIRGINIA NORTHERN COMMUNITY COLLEGE PLACEMENT & PROMOTION CRITERIA (TABLE 1)**  
**CANDIDATES MUST MEET EITHER THE MINIMUM STANDARD ACADEMIC CRITERIA (A) OR THE ALTERNATE WORK/TRAINING EXPERIENCE (B) AND**  
**REQUIRED LEVEL OF PERFORMANCE ON FACULTY EVALUATIONS (C) TO BE ELIGIBLE FOR PROMOTION**

RANK	<b>A. STANDARD ACADEMIC CRITERIA</b> (Minimum educational level and years of service in rank and total years of service at the College)	<b>B. ALTERNATE TRAINING AND EXPERIENCE</b> <ul style="list-style-type: none"> <li>• APPROVED HOURS THROUGH LICENSURE, CERTIFICATIONS, OR ADDITIONAL TRAINING</li> <li>• TEACHING/PROFESSIONAL/TRADE EXPERIENCE IN THE FIELD</li> <li>• (Minimum years of service in rank and total years of service at the College)</li> </ul>	<b>C. REQUIRED PERFORMANCE ON FACULTY EVALUATION</b> (includes career/technical AND college parallel faculty, regardless of whether they are using standard academic criteria or alternate training and experience)
<b>Instructor</b> <i>(Initial placement upon hiring)</i>			
<b>College Parallel programs</b>	Master's Degree with a well-defined area of specialization in the discipline (teaching field) OR anticipated completion of Master's Degree in the teaching field w/in a specified amount of time as a condition of employment	a) Master's Degree in a related field w/ an acceptable area of specialization in the teaching field (defined as 18 or more graduate credit hours in the discipline) AND b) Minimum of 3 years of full-time teaching/ professional/ work experience in the field OR c) <3 years of work experience with licensure or certification appropriate to the field	N/A
<b>Career/Technical Programs</b>	a) Associate degree OR b) Bachelor's degree	a) Appropriate extensive trade experience (defined as 5 years of full-time work experience), with or without certification, determined to be adequate to provide quality instruction in the discipline by the College for career/technical programs OR b) 3 years of full-time work experience with licensure or certification appropriate to the field	N/A
<b>Instructor to Assistant Professor</b>			
<b>College Parallel programs</b>	a) Master's + 15 graduate credit hours b) Completion of 3 years of service as an Instructor at WVNC	a) Master's + 0 AND b) Completion of 5 years of service at WVNC as an Instructor AND c) An additional 225 contact hours of professional development achieved through industry or discipline specific certification or training hours since the time of initial	Above average to excellent evaluations for the majority+ of required years of service at WVNC which include scores resulting in eligibility for merit through documentation of

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		appointment (or a combination of formal college coursework and certification or training hours) AND d) 5 years of full-time teaching or professional experience appropriate to the field prior to or concurrent with employment at WVNCC	“meritorious” activities + Majority = 2/3 or 3/5
<b>Career/ Technical Programs</b>	a) Bachelor’s degree b) Completion of 3 years of service as an Instructor at WVNCC	a) Completion of 5 years of service at WVNCC as an instructor AND b) Associate degree AND c) An additional 900 documented contact hours of professional development achieved through industry or specific certification or training hours since the time of initial appointment (or a combination of formal college coursework and certification or training hours) OR d) 1800 documented contact hours of professional development achieved through industry or specific certification or training hours since the time of initial appointment (or a combination of formal college coursework and certification or training hours) AND e) 7 years of full-time work experience with licensure or certification appropriate to the field prior to or concurrent with employment at WVNCC	Above average to excellent evaluations for the majority+ of required years of service at WVNCC which include scores resulting in eligibility for merit through documentation of “meritorious” activities + Majority = 2/3 or 3/5
<b>Assistant Professor to Associate Professor</b>			
<b>College Parallel programs</b>	a) Master’s + 30 graduate credit hours	a) Completion of 8 years of service at WVNCC, with at least 3 years at the rank of Assistant Professor AND	Above average to excellent evaluations for the majority + of

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	b) Completion of 3 years of service as an Assistant Professor at WVNCC	b) Master's + 15 graduate credit hours OR c) An additional 225 contact hours of professional development achieved through industry or discipline specific certification or training hours since the last promotion (or a combination of formal college coursework and certification or training hours) AND d) 10 years of full-time teaching or professional experience appropriate to the field prior to or concurrent with employment at WVNCC	required years of service in current rank at WVNCC which include scores resulting in eligibility for merit through documentation of "meritorious" activities  + Majority = 2/3
<b>Career/ Technical Programs</b>	a) Bachelor's +15 credit hours b) Completion of 3 years of service as an Assistant Professor at WVNCC	a) Completion of 8 years of service at WVNCC, with at least 3 years at the rank of Assistant Professor AND b) Bachelor's degree AND c) An additional 225 documented contact hours of professional development achieved through industry or specific certification or training hours since the last promotion (or a combination of formal college coursework and certification or training hours) AND c) 10 years of full-time work experience with licensure or certification appropriate to the field prior to or concurrent with employment at WVNCC	Above average to excellent evaluations for the majority + of required years of service in current rank at WVNCC which include scores resulting in eligibility for merit through documentation of "meritorious" activities  + Majority = 2/3
<b>Associate Professor to Professor</b>			
<b>College Parallel programs</b>	a) Master's + 60 graduate credit hours OR Earned doctorate b) Completion of 3 years of	a) Completion of 11 years of service at WVNCC, with at least 3 years at the rank of Associate Professor AND b) Master's + 30 graduate credit hours OR	Above average to Excellent evaluations for the majority + of required years of service in

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	service as an Associate Professor at WVNCC	c) An additional 225 contact hours of professional development achieved through industry or discipline specific certification or training hours since the last promotion (or a combination of formal college coursework and certification or training hours) AND d) 15 years of full-time teaching or professional experience appropriate to the field prior to or concurrent with employment at WVNCC	current rank at WVNCC which include scores resulting in eligibility for merit through documentation of “meritorious” activities  + Majority = 2/3
<b>Career/ Technical Programs</b>	a) Bachelor’s +30 OR Master’s Degree b) Completion of 3 years of service as an Associate Professor at WVNCC	a) Completion of 11 years of service at WVNCC, with at least 3 years of service as an Associate Professor AND b) Bachelor’s degree AND c) An additional 450 documented contact hours of professional development achieved through industry or specific certification or training hours since the last promotion AND d) 15 years of full-time work experience with licensure or certification appropriate to the field prior to or concurrent with employment at WVNCC	Excellent evaluations for the majority+ of required years of service in current rank at WVNCC which include scores resulting in eligibility for merit through documentation of “meritorious” activities  + Majority = 2/3

(Revised 4/4/17)