

**4. Additional requirements established for faculty members by the institution's governing board and/or state regulatory agencies.**

Southwest Tech requires its faculty to have a minimum of a high school diploma and relevant work experience in the occupational area. Some program areas require faculty to have additional education and/or certifications as required by regulatory agencies and programmatic accrediting bodies. Program directors ensure faculty meet any additional requirements.

**5. Faculty members who teach general education courses in associate degree programs hold a minimum of a bachelor's degree with 15 semester hours or 23 quarter hours in the teaching discipline with a grade of at least a 'C' in these courses.**

Not Applicable - Southwest Technical College does not offer an associate degree program.

**6. Faculty members who teach technical courses in associate degree programs have a minimum of an associate degree in an area that is related to the technical courses they teach. (In exceptional cases, evidence of documented work experience and skills in the technical field may be considered instead of formal academic requirements.)**

Not Applicable - Southwest Technical College does not offer an associate degree program.

**7. Faculty delivering instruction in a distance education or hybrid format are employees of the institution.**

All faculty delivering instruction in hybrid programs are employees of the institution.

**8. The institution provides training for faculty who use technology in distance education or hybrid courses and programs.**

Orientation to technology is provided as part of the faculty onboarding process. Additional training for faculty occurs during monthly faculty professional development training. Ongoing technical support is available to faculty in coordination with dedicated IT staff who are available Monday through Friday, from 8:00 am to 5:00 pm. Additional support for Canvas (LMS) and content adopted from publishers is provided by instructional support staff.

**9. The institution plans, provides, supports, and annually documents professional growth opportunities for and participation by all faculty members.**

Southwest Technical College maintains an annual budget to cover professional development costs such as travel, food, lodging, and registration fees. Faculty members are encouraged to identify professional development needs each year and to include associated costs in their program budget requests. The College provides professional development to all faculty by way of an annual opening retreat and monthly faculty professional development training, offering faculty the opportunity to share ideas with other program faculty and learn about new policies, procedures, and practices at the College. Southwest Tech has developed policies and procedures