

Resolution on Titleholder Requirements for Those Who Teach Courses for Credit

Definitions

The *instructor of record* in a course is the individual who assigns the final course grade.

An *undergraduate-level course* is a course numbered 4999 or less.

A *graduate-level course* is a course numbered 5000 or greater.

An *academic titleholder* is any person whose (possibly [modified](#)) title is listed [here](#)

A person on the staff who does not have an academic title is a member of the *nonacademic staff*.

Resolutionⁱ

Whereas the general expectation is that only academic titleholders can serve as the instructor-of-record in a credit-bearing course;

Whereas there exist within the pool of nonacademic staff, individuals who are qualified to teach courses that enhance the educational opportunities for students;

Whereas the skills required for effective undergraduate and graduate-level teaching are different;

Whereas within a degree program the role of required and elective courses is different;

Be it resolved that a member of the nonacademic staff can serve as the instructor of record provided the course is a graduate-level course and not a requirement for any degree program affiliated with the sponsoring unit.

ⁱ If approved, the following text will become part of the Faculty Handbook:

If a course is offered for credit, then the instructor of record is the individual who assigns the final course grade. The instructor of record must be an [academic titleholder](#) if the course is numbered 4999 or lower. An individual who is not an academic titleholder can serve as the instructor of record if the course is numbered 5000 or higher and is not a requirement for any degree program affiliated with the sponsoring unit. Co-teaching with an academic titleholder is always allowed provided the academic titleholder serves as the instructor of record.