

## NACCAS' Standards & Criteria June 2017

### Standard X – Occupational Associate Degree Programs

The institution offers Occupational Associate Degree programs and/or courses that are consistent with the institution's mission and educational objectives. The institution has the discretion to offer associate degrees. Associate degree offerings may be based on demographic needs, student learning objectives, and industry market needs. Associate Degrees may reflect concentration within areas such as Beauty, Health and Wellness, and corresponding Management programs. All occupational Associate Degree programs must comply with federal, state, and local regulations and NACCAS Standards and requirements.

- D 1. Administrators of Associate Degree programs shall possess at least a Bachelor's Degree, an educational background, as well as experience in the program field.
- D 2. Preparation of faculty members shall be academically and experientially appropriate to the subject matter they teach. Faculty members shall be competent to teach the subject matter offered and shall have reasonable latitude in their choice of teaching methods.
- D 3. Instructors teaching general education courses must have at least a Bachelor's Degree with appropriate course work in the subject area(s) in which the instructor is teaching.
- D 4. Faculty members who teach in technical areas of Associate Degree programs hold at least an associate degree in an area related to the technical courses they teach (See [Policy X.01, Item 1](#), p. 58, for exceptions).
- D/A 5. During any academic term, a faculty member shall not be assigned to teach more than three fields of instruction and no more than five classes.
- D 6. If the institution has a transfer or articulation policy, the institution from which the student transferred must be an accredited institution. The policy must also state that a minimum of 50% of the degree program must be delivered by the institution awarding the degree (at least 25% in the area of concentration and 25% of general education).
- D 7. Programs must be offered in credit hours, with a minimum of 60 semester credit hours or 90 quarter credit hours normally earned over a period of 4 semesters, 6 quarters, or equivalent; or 2250 clock hours in length earned over a period of 5 semesters; or competency based hybrid clock hour programs as defined by the State and outlined in Instructions for Reporting Competency Based Programs (See [Policy X.01, Item 2](#), p. 58).
- D 8. The program must include at least 45 semester credit hours or 67 quarter credit hours in the occupational area.
- D 9. The program must include a minimum of 15 semester credit hours or 23 quarter credit hours of General Education courses with at least one course from the following areas: Mathematics; English; Humanities; Natural/Applied Science; and Behavioral Science.
- A 10. Courses and/or programs must enhance the ability of an individual to apply academic and occupational skills in the workplace.
- A 11. Courses and/or programs must qualitatively and quantitatively approximate the standards at other collegiate institutions related to the occupational degree offered.
- D/O/A 12. The institution has learning resources, (see Glossary Definition for [Learning Resources](#)), available that are required for degree-granting institutions including: