

## Adjunct Instructor Qualifications and Criteria Matrix

Criteria	Level I	Level II	Level III
<b>Education</b>	To teach transferable courses a Masters with at least 18 graduate credit hours in teaching field is required.	To teach transferable courses a Masters with at least 18 graduate credit hours in teaching field is required.	To teach transferable courses a Masters with at least 18 graduate credit hours in teaching field is required.
<b>Instructor Evaluation</b>	“Meets Expectations” evaluation on all Teaching Excellence criteria	“Meets Expectations” evaluation on all Teaching Excellence criteria	“Meets Expectations” evaluation on all Teaching Excellence criteria
<b>Service (committee or other)</b>	Not required	Not required	Service to CCCO (e.g., committee work, mentoring, professional development facilitation, etc.)
<b>CCCO Online Training Experience</b>	Less than 30 credits	30 credits in at least 3 semesters (1 year equivalent experience)	60 credits in at least six semesters (2 years equivalent experience)
<b>Professional Development</b>	In past year: At least 1 Chair-approved webinar, or 1 workshop, or 1 conference, or other Chair-approved instruction-centered PD	In past year: At least 1 Chair-approved webinar, or 1 workshop, or 1 conference, or other Chair-approved instruction-centered PD	In past two years: At least 2 Chair-approved webinars, or 2 workshops, or 2 conferences, or other Chair-approved instruction-centered PD
<b>Required CCCO Trainings</b>	Orientation series plus Managing Discussions	Orientation series plus Managing Discussions	Orientation series plus Managing Discussions
<b>CCCS Training</b>	All mandatory trainings by System or Academic Division	All mandatory trainings by System or Academic Division	All mandatory trainings by System or Academic Division
<b>Program Chair Recommendation</b>	Not applicable	Required	Required