

Figure 7

CCAF Policy Statement

To ensure CCAF complies with the academic and professional preparation requirement of its faculty required by the Commission on Colleges of the Southern Association of Colleges and Schools, we, the Board of Visitors of the Community College of the Air Force, endorse the following policy statement. CCAF operations must enhance the readiness of the Air Force, assist in retention of the finest enlisted personnel and contribute to the Air Force's ability to attract the most competent enlistees. CCAF educational programs are intended to produce the highest quality, most technically proficient airmen possible.

As an element of the Air Force, the college will support the Air Force mission. Ultimately CCAF's institutional effectiveness is measured by its students' performance. Therefore, CCAF faculty must be selected in ways that maximize the quality of training and professional development. CCAF faculty members will be selected on the basis of academic preparation, demonstrated technical competence, professional appearance and behavior, and potential to be effective in the classroom. CCAF military faculty selection is done through the Air Force Personnel Center, which must be responsive to the Air Force mission as well as the mission of the college and other units. The Personnel Center will assign airmen to instructor positions according to Air Force requirements, policies and procedures as determined by the President, Secretary of Defense, Secretary of the Air Force and Air Force Chief of Staff. To the extent possible, those selected for assignment as CCAF faculty members will hold at least an associate's degree from a regionally or nationally accredited institution. For faculty members who satisfy the credentialing requirement via a nationally accredited school, the school awarding the degree must have faculty credentialing requirements comparable to those of the SACS/COC. Changes in the Air Force mission, restructuring of the Air Force and other factors that affect the environment of the college must be considered when implementing this policy.

The Community College of the Air Force must provide extensive curriculum development and an improvement process for its faculty. This process must enhance the faculty member's ability to deliver a particular subject. Also, the college must have an instructor evaluation program that ensures its faculty members consistently perform to the highest standards of subject-matter mastery and classroom techniques. The instructor qualification program must also prepare faculty members to understand the following:

- Development of learning objectives.
- Curriculum development and improvement.
- Focus of evaluation instruments on learning outcomes.
- Classroom techniques in support of expected outcomes.
- Learning styles of students.

Military faculty must be selected from the career field in which they will be teaching and should be returned to the workplace with sufficient frequency to ensure the subject matter and training reflect the needs of the Air Force. The Air Force is a dynamic institution, and the rotation of military instructors back to the workplace is an institutional imperative. We recognize refreshing creates an added burden on the personnel and faculty development systems but are convinced it is the strength of the CCAF educational programs.

Military instructors must demonstrate subject-matter expertise and be certified at the journeyman or craftsman level in their primary career field before being assigned to CCAF classrooms. This certification is indicative of the professional experience and technical competence of the CCAF faculty.

The Community College of the Air Force must maintain full compliance with the academic and professional preparation criteria of its faculty required by the Southern Association's Criteria for Accreditation. All military faculty are technically qualified on the basis of training and experience; nevertheless, the college will continuously seek to have 100 percent of its faculty have at least an associate's degree. Additionally, each military faculty member must complete required instructor training and a practicum before being certified as fully qualified.

This policy has been endorsed by the Board of Visitors and is effective immediately.

Implementing instructions should be included in appropriate Air Force, affiliated school and CCAF instructions. Updated by the Community College of the Air Force Board of Visitors 6 June 2000.