

BULLET BACKGROUND PAPER
ON
CCAF FACULTY QUALIFICATIONS

PURPOSE

The purpose of the BBP is to overview the CCAF processes for selecting, onboarding, and developing faculty for alignment with accreditation standards and consider opportunities for improvement.

DISCUSSION

- CCAF manages anywhere from 6.4k to 6.7k faculty members at 111 affiliated schools in 37 states and 9 foreign countries. Affiliated school liaisons (ASLs) oversee and document the onboarding and development of faculty members. Documents are inspected every three (3) years through Compliance Requirements Visits (CRV).
- Each affiliated school is responsible to develop policies for hiring faculty members in alignment with AFI 36-2110. Servicemembers are encouraged to apply; however, non-volunteers may be assigned based upon the Air Force Specialty Code (vocation) required. Sister and foreign services may send instructors; also, sites may hire qualified civilians and contractors.
- Per CCAF's 2022 Policy, Procedures and Guidelines (PPG), instructors must possess an associates degree, preferably in the teaching discipline, from an accredited postsecondary institution. If the degree is incomplete, they are given 12 months to finish (PPG, 2.9). If unable to complete the required degree within 12 months, a 6-month extension may be considered.

CCAF Faculty Qualifications			
DOD Component: Total/Percent Total	Degree Status	Total	% CCAF Faculty
Active-Duty Air Force: 4678/72.1%	With Degree	4118	63.5%
	Pursuing Degree	560	7.8%
	Extension	53	
Guard/Reserve/Sister Service: 595/9.2%	With Degree	492	7.6%
	Pursuing Degree	102	1.6%
	Extension	12	
Civilian/International/Others: 1215/18.7%	With Degree	1179	18.2%
	Pursuing Degree	31	<1%
	Extension	1	
Exceptional Qualifications (EQILD): 6		6	<1%
		6488	100%

Note: Percentages of instructors pursuing degrees does not account for students complete but awaiting updates (new instructor added, transcripts sent but not yet processed, etc.)

- If an instructor’s degree does not match the teaching discipline, they are required to complete an Instructor Qualification Worksheet (IQW; PPG, 2.9.11.1), including:
 - degree progress
 - course assignment(s)
 - relevant work experiences and coursework
 - related certifications, industry awards, professional licensures, etc.
 - other pertinent information
- This document is submitted to CCAF for review by the Academic Dean to determine if the instructor has sufficient relevant work experience, certifications, course work and/or training equivalent to 18 semester hours.
- CCAF has a robust onboarding process for all faculty members, including:
 - 3-semester hour course in Instructional Methodology
 - 180-hour teaching internship under an experienced instructor supervisor
 - subject matter testing (SMT) of knowledge, skills, and abilities in all assigned teaching areas

CHALLENGES

- CCAF is subject to several external situations that create obstacles to degree completion, such as relocations, deployments, etc.
- Despite advertising the degree as a hiring requirement, applicants may be selected based upon Air Force priorities, such as the inability to relocate (medical care; humanitarian needs; etc.).
- If no eligible applicants are identified, a non-volunteer may be slotted requiring more degree credits than can be completed in 12 months. Similarly, sister service billets do not always uphold the degree requirement.
- Emerging career fields may not yet have eligible degrees. Foreign degrees may not translate to United States’ accreditation standards.

OPPORTUNITIES

- Active Duty Air Force faculty members hold 5-level “journeyman” status in their vocations which generally requires 3 – 4 years of work experience and the SSgt rank (E-5) or higher prior to assignment as an instructor. (SACSCOC, 6.2)
- To meet the goal of *all* students passing their courses at 70% or higher, CCAF places a heavy emphasis upon developing teaching skills in its onboarding. (SACSCOC, 6.2, 6.3)
- CCAF promotes continued growth and currency among its faculty through requiring annual evaluation, professional development, and subject matter testing, annually. (SACSCOC, 6.2, 6.3)
- While balancing the demands of military service and external partnerships, where/how can CCAF strengthen its processes?