

**281—24.3 (260C) Definitions.** For purposes of interpreting rule 281—24.5(260C), the following definitions shall apply:

*“Department.”* Department refers to the Iowa department of education.

*“Director.”* Director refers to the director of the department.

*“Field of instruction.”* The determination of what constitutes each field of instruction should be based on accepted practices of regionally accredited two- and four-year institutions of higher education.

*“Full-time instructor.”* An instructor is considered to be full-time if the community college board of directors designates the instructor as full-time. Consideration of determining full-time status shall be based on local board-approved contracts.

*“Higher Learning Commission.”* The Higher Learning Commission is the accrediting authority within the North Central Association of Colleges and Schools. Iowa Code sections 260C.47 and 260C.48 require that the state accreditation process be integrated with that of the North Central Association of Colleges and Schools.

*“Instructors meeting minimum requirements.”* A community college instructor meeting the minimum requirements of Iowa Code Supplement section 260C.48(1) as amended by 2008 Iowa Acts, House File 2679, is an instructor under contract for at least half-time or more teaching college credit courses. Beginning July 1, 2011, a community college instructor meeting the minimum requirements is an instructor teaching college credit courses. Credit courses shall meet requirements as specified in rule 281—21.2(260C), and meet program requirements for college parallel, career and technical education, and career-option programs as specified in rule 281—21.4(260C) and Iowa Code chapter 260C.

*“Joint enrollment.”* Joint enrollment refers to any community college credit course offered to students enrolled in a secondary school. Courses offered for joint enrollment include courses delivered through contractual agreements between school districts and community colleges, courses delivered through the postsecondary enrollment options program, and college credit courses taken independently by tuition-paying secondary school students.

*“Minimum of 12 graduate hours.”* Full-time arts and sciences instructors must possess a master’s degree and complete a minimum of 12 graduate hours in their field of instruction. The 12 graduate hours may be within the master’s degree requirements or independent of the master’s degree, but all hours must be in the instructor’s field of instruction.

*“Organization.”* Organization is synonymous with community college and is used in this chapter to align with accreditation terminology used by the Higher Learning Commission.

*“Recent and relevant work experience.”* An hour of recent and relevant work experience is equal to 60 minutes. The community college shall determine what constitutes recent and relevant work experience that relates to the instructor’s occupational and teaching area. The college shall maintain documentation of the instructor’s educational and work experience.