

From: <http://sacs.nicholls.edu/admins/NSU Policy and Procedure Manual.doc>

5.7.4 Qualifications for Administrative Staff

Board of Supervisors policy requires that academic administrators (administrative staff such as Vice Presidents, Deans, Department Heads, Directors) who are appointed with rank and in a tenure track position shall have an earned degree in a field appropriate to the position. In addition, each administrator shall have the earned doctorate or appropriate terminal degree for his or her discipline. Exceptions to this requirement may be made for special situations. Such exceptions must be approved by the System president.

Procedures for filling administrative staff positions shall insure that positions are filled by individuals who possess the qualifications appropriate to the job. These qualifications (such as skills and degree requirements) may be listed on job descriptions and on advertised job opening policies.