

**Concurrent Enrollment Procedures**  
 Department of Philosophy and Humanities  
 September 2026

**Purpose:** This document is intended to outline the department-approved instructor qualifications, procedures for assessing instruction, providing training, and the overall responsibilities of the Philosophy/Humanities CE liaison, who assumes these primary responsibilities.

**CE Instructor and Liaison Qualifications, Standards, and Expectations:** UVU's accrediting body, the Northwest Commission on Colleges and Universities (NWCCU), has its own teacher qualification standards. The National Alliance of Concurrent Enrollment Partnerships (NACEP) have specific [standards for quality](#) in CE. The Utah State Legislature has its own standards according to [HB 335 Alternative Concurrent Enrollment Options for Capacity Flexibility](#), which do not necessarily align.

Philosophy and Humanities	Utah HB 335
<ul style="list-style-type: none"> <li>• <b>PHIL</b> <ul style="list-style-type: none"> <li>○ A Master's degree or higher in CE specific course</li> </ul> </li> <li>• <b>HUM</b> <ul style="list-style-type: none"> <li>○ A Master's degree or higher in CE specific course</li> </ul> </li> </ul>	Master's degree or higher CE course field
<ul style="list-style-type: none"> <li>• <b>PHIL</b> <ul style="list-style-type: none"> <li>○ Master's degree or higher in any field AND at least 18 completed credit hours of graduate course work in an academic field that is relevant to the CE course</li> </ul> </li> <li>• <b>HUM</b> <ul style="list-style-type: none"> <li>○ Master's degree or higher in any field AND at least 18 completed credit hours of graduate course work in an academic field that is relevant to the CE course</li> </ul> </li> </ul>	Master's degree or higher in any field AND at least 18 completed credit hours of graduate course work in an academic field that is relevant to the CE course
Qualifying Experience: <ul style="list-style-type: none"> <li>• <b>PHIL</b> <ul style="list-style-type: none"> <li>○ Enrolled in an advanced degree program - Doctoral or Master's - in a related liberal arts or humanities discipline such as English, Comparative Literature, History, Sociology, Classics, or Religion, with demonstrated exposure to philosophy and philosophical methodology through a minor in Philosophy, completion of multiple courses at the undergraduate or graduate level in philosophy, or coursework with substantial philosophical content.</li> </ul> </li> <li>• <b>HUM</b> <ul style="list-style-type: none"> <li>○ N/A</li> </ul> </li> </ul>	OR qualifying experience defined in Section <a href="#">53E-10-301</a> , including <ul style="list-style-type: none"> <li>• Number of years of teaching experience</li> <li>• Student performance on qualifying test scores or AP exams the CE instructor teaches</li> <li>• Continuing education in a master's degree or higher in any academic field, or</li> <li>• Other criteria established by the institution of higher education</li> </ul>

### Philosophy and Humanities Exception to Above Standards and Related Procedures

As a department, we expect high schools to meet the CE instructor qualifications outlined by NACEP and NWCCU when there is a qualified instructor available at the high school. As a student-centered department highly invested in the student learning experience, we acknowledge that there may be exceptions that a high school may need to request in order for the students enrolled in a given CE class to have the best learning experience possible when there is no available teacher that meets the above standards. Therefore, as a department we reserve the right to make an exception to the above Teaching Qualifications & Standards under the following circumstances. This decision will be recommended by the PHIL or HUM CE Faculty Liaison and approved by the PHIL/HUM Department Chair:

- Under the direction of the high school principal, the recommended CE teacher does not have a completed advanced degree, but...
  - ...is currently enrolled in an advanced degree program – Doctoral or Masters – in Philosophy or a related liberal arts or humanities discipline with demonstrated exposure to philosophy and philosophical methodology.
  - ...OR is currently enrolled in an advanced degree program – Doctoral or Masters – in a relevant liberal arts, humanities, or social sciences discipline.
- When this is the case and an exception is granted, the teacher will be hired on a probationary status. The PHIL or HUM CE Faculty Liaison will...
  - ...meet with the CE instructor prior to the semester to review the syllabus and discuss the instructor's plan to teach the course.
  - ...ensure the instructor works with the program CE liaisons, Associate Chair, or Humanities Program Coordinator for formal syllabus approval.
  - ...observe the CE instructor within their first two weeks of teaching to evaluate teaching quality and the learning environment, and work with the CE instructor on goals and opportunities for improvement.
  - ...continue to work with the CE instructor as needed to help them improve through standard CE instructor supervision policies carried out by department CE liaisons Pierre Lamarche and Jeffrey Nielsen for Philosophy, or Kristina Gibby for Humanities.
  - ...meet with the principal if the CE instructor is not making progress or meeting the anticipated standard of teaching quality and performance to determine a path forward, which may include additional performance measures or a termination of the contract to teach CE for PHIL/HUM.