Section C. Faculty Procedures

I. Faculty


All members of the faculty employed in the College of Nursing and Health Sciences are expected to complete the following requirements. Evidence of competency will be maintained in each faculty member’s personnel file. Evidence of compliance for registered nurses may be shared with clinical agencies where students are trained as required. Registered nurses in faculty positions must adhere to particular criteria as marked (*).

- Adhere to the University Rules and Procedures outlined in the University Handbook of Rules and Procedures found in Section D. Provide official transcripts documenting the award of your initial Registered Nurse degree and all graduate nursing degrees. The original transcripts of additional courses or degrees completed after employment begins must also be submitted to the College Dean’s office and stored in the Office of the Provost.

- Provide evidence of national professional certification as appropriate.

- Maintain current, unencumbered registered nurses license with authority to practice in Texas. *

- Maintain professional liability insurance for practice outside of the faculty role. *

- Maintain a valid Texas driver’s license as needed when traveling on University business.

- Provide evidence of current immunizations as required by clinical agencies to include usual childhood immunizations, Hepatitis B, varicella, and tuberculin testing. See College Catalog for detailed list of required immunizations.

- Maintain Current CPR for Health Professionals certification as appropriate.

- Maintain a complete and current academic and professional record in the University online portfolio management system.

- Fulfill position expectations delineated in the CONHS Faculty Handbook Tenure or Clinical Faculty Position Descriptions, Section A.

B. Process for Hiring Faculty (2005, Revised 2015, 2019, 2022)

Full-Time Faculty. The College adheres to the Texas A&M University System Policy Civil Rights Protections and Compliance Policy (Texas A&M University System (08.01 Civil Rights Protections and Compliance)). The College Dean is responsible for requesting full-time positions for College faculty. When a position is available, the Hiring Manager, with the approval of the Dean will appoint a Search Committee and designate the Search Committee Chair. The Hiring Manage and the Search Committee Chair is responsible for ensuring the implementation of the Texas A&M University-Corpus Christi Faculty Hiring Online Process.

Follow the College of Nursing and Health Sciences Hiring Guidelines – Faculty (found in

Section D University Compliance Procedures VII_ Appendix A)

Evaluation forms are located in Section D University Compliance Procedures Appendix C