

GENERAL

This policy is established to ensure compliance with Texas Education Code Section 51.917 (b).

1. PROCEDURES

- 1.01 Individuals interviewed for an instructional position at SHSU whose primary language is not English, inclusive of graduate teaching assistants (hereafter referred to collectively as “instructional personnel”), shall be evaluated prior to being hired, to ensure they possess effective oral and written communication skills in the English language.
- 1.02 Each written recommendation for the employment of instructional personnel shall bear the following endorsement from the appropriate academic dean: “I certify that this candidate possesses both the oral and written English language proficiency necessary to qualify for this position.” The certification of the dean shall be based on instructional personnel presenting a satisfactory score on a Texas Higher Education Coordinating Board (THECB)-approved exam of English language spoken proficiency or other credible evidence, which may include a combination of English proficiency exam scores and other measures of English proficiency such as country of origin, academic training, or interviews. The University shall maintain a list of acceptable test instruments in its academic catalogs and/or webpages, as appropriate.
- 1.03 In some circumstances, the chair or dean may determine to start employment of instructional personnel who fail to attain English language certification. In such instances, the chair or dean shall require instructional personnel to participate in a developmental language program at the employee’s expense. The instruction shall continue until proficiency is demonstrated as certified by the dean.
- 1.04 Refusal by instructional personnel to participate in any English language competency assessment, reassessment, and/or a prescribed developmental language program may result in loss of teaching credit-bearing courses or dismissal from employment with the University.

APPROVED: _____<signed>_____
Alisa White, Ph.D., President

DATED: _____4/26/2024_____

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original: December 14, 1987 Review Cycle: Five years*
Reviewer(s): Academic Affairs Council Review Date: Spring 2026

Approved: _____ <signed> Date: _____ 4/23/2024
Michael T. Stephenson, Ph.D.,
Provost and Sr. Vice President
for Academic Affairs

*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule. To transition to a distributed review load, some policies may be reviewed prior to the 5-year timeframe, with subsequent reviews transitioning to the 5-year schedule.