



UNITED STATES MARINE CORPS
COLLEGE OF DISTANCE EDUCATION AND TRAINING
EDUCATION COMMAND
2076 SOUTH STREET
QUANTICO, VIRGINIA 22134-5129

IN REPLY REFER TO:
1500
C4663
8 Feb 23

COLLEGE OF DISTANCE EDUCATION AND TRAINING POLICY 04-16 CH 1

From: Director

Subj: FACULTY MEMBER QUALIFICATIONS

Ref: (a) CJCSI 1800.01E of 29 May 2015
(b) MCO 1553.4B of 25 Jan 2008
(c) MCU Academic Regulations of 21 Sep 20

Encl: (1) CSCDEP Faculty Member Qualifications
(2) EWSDEP Faculty Member Qualifications
(3) ECDEP Faculty Member Qualifications
(4) SEBSP and SEOS Faculty Member Qualifications

1. Purpose. To promulgate faculty member qualifications for those providing the College of Distance Education and Training (CDET) instructional services for the CDET seminar programs. The intent of this policy is to ensure that the faculty member qualifications support the highest possible academic standards in accordance with references (a) and (b) while also being consistent with the contracted company's human resources policies.

This CDET policy, while in accordance with the Marine Corps University (MCU) policies (reference (c)), addresses unique requirements of the nonresident distance education programs that require additional guidance.

2. Cancellation. CDET Policy 04-16, Faculty Member Qualification of 21 Dec 16.

3. Background. One of the strengths of any educational institution is its faculty. The CDET faculty provides a diverse wealth of experience, expertise, and knowledge.

- a. Faculty members may be regular, reserve, or retired service members, or civilian personnel.
- b. There are two categories of faculty members:

(1) Full-Time Faculty Member. Full-time faculty members conduct seminars as their primary duty or as a required additional duty. They are the course developers, regional chief instructors (RCIs), and blended seminar program (BSP) instructors. Course developers design, develop, and maintain the nonresident distance education program courses. They also design and develop the designated portions of faculty development and institutional research focused on determining the effectiveness of assigned courses. The RCIs lead, mentor, and evaluate their program's faculty members, as well as provide designated portions of faculty development. The BSP instructors instruct and provide administrative assistance for the blended seminar program in their designated regions.

(2) Adjunct Faculty Member. Adjunct faculty members are contracted part-time personnel who act solely as seminar leaders.

4. Policy

a. The CDET contracting officer's representative for the instructional services contract will coordinate with the program manager to provide instructional services for the CDET seminar programs.

b. The distance professional military education support contractor is responsible for hiring individuals to provide instructional services. These faculty members must possess the requisite skills, experience, and abilities to lead discussions, grade seminar contributions and papers, and mentor U.S. and foreign military personnel and DOD and interagency civilians enrolled in the CDET seminar programs. The military personnel hired as adjunct faculty members act as contracted personnel separate from their professional military duties and responsibilities, and therefore must conduct all preparation and instructional time after normal working hours.

c. All faculty members must meet the mandatory qualifications for the program to which they contribute. Ideally, they will also possess the desired education, operational background, and instructional experience consistent with the CDET seminar program or course they will instruct.

d. Program Specific Qualifications

(1) Command and Staff College Distance Education Program (CSCDEP). The CSCDEP faculty member qualifications are provided in Enclosure (1).

(2) Expeditionary Warfare School Distance Education Program (EWSDEP). The EWSDEP faculty member qualifications are provided in Enclosure (2).

(3) Enlisted College Distance Education Program (ECDEP). The ECDEP faculty member qualifications are provided in Enclosure (3).

(4) Senior Enlisted Blended Seminar Program (SEBSP) and the Senior Enlisted Online Seminar (SEOS). The SEBSP and SEOS faculty member qualifications are provided in Enclosure (4).

e. Faculty members who join CDET or are contracted to instruct are required to complete the prescribed faculty development program to be certified as a CDET instructor.

T. K. KERRIGAN

Distribution:

CDET Departments

Regional Directors

CSCDEP Branch

ECDEP Branch

EWSDEP Branch

Student Support Branch

Copy to:

MCU (VPAA, VPEIOP)

Davis Defense Group

CSCDEP Faculty Member Qualifications

8900 Series Courses	Qualifications
<p>8901, Theory and Nature of War</p> <p>8902, National and International Security Studies</p>	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Field grade officer or civilian who is an ILS, SAW, or TLS graduate, or • Civilian with a Master’s or PhD in Military, American, European, or Diplomatic History; or in Strategic Studies, International Relations, or related field. • DESIRED: <ul style="list-style-type: none"> • Master’s degree. • Military or DOD background. • Socratic teaching experience.
<p>8903, Operational Art</p> <p>8904, Joint Operations</p>	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Field grade officer or civilian who is an ILS, SAW, or TLS graduate. • DESIRED: <ul style="list-style-type: none"> • Master’s degree. • Joint Qualified Officer or Joint duty background. • Socratic teaching experience.
<p>8905, Small Wars</p>	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Field grade officer or civilian who is an ILS, SAW, or TLS graduate; or • Civilian with a Master’s or PhD in Military, American, European, or Diplomatic History; or in Strategic Studies, International Relations, or related field. • DESIRED: <ul style="list-style-type: none"> • Master’s degree. • Military or DOD background. • Socratic teaching experience.
<p>8906, MAGTF Expeditionary Operations</p> <p>8907, Naval Expeditionary Operations</p> <p>8908, Operation Planning (and Final Exercise)</p>	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Field grade officer or civilian who is an ILS, SAW, or TLS graduate. • DESIRED: <ul style="list-style-type: none"> • Master’s degree. • Planning experience. • Operational experience. • Socratic teaching experience.

EWSDEP Faculty Member Qualifications

8670 Series Courses	Qualifications
8671, Warfighting 8672, Functional Employment of the MAGTF 8673, Expeditionary Operations 8674, MAGTF Operations Practical Exercise	<ul style="list-style-type: none">• MANDATORY:<ul style="list-style-type: none">• Marine field grade (or select) officer.• CLS, ILS, SAW, or TLS graduate.• Bachelor's degree.• Experience as a commanding, executive, or primary staff officer at the battalion/squadron level or above.• DESIRED:<ul style="list-style-type: none">• Socratic teaching experience.

ECDEP Faculty Member Qualifications

ECDEP Seminars	Qualifications
5500, Sergeants School Seminar	<ul style="list-style-type: none">• MANDATORY:<ul style="list-style-type: none">• Served as a staff sergeant or above.• Must be PME complete for rank or grade.• DESIRED:<ul style="list-style-type: none">• Associate's or bachelor's degree.• Completed a CDET PME seminar program.• Socratic teaching experience.
6500, Career School Seminar	<ul style="list-style-type: none">• MANDATORY:<ul style="list-style-type: none">• Served as a gunnery sergeant or above.• Must be PME complete for rank or grade.• DESIRED:<ul style="list-style-type: none">• Associate's or bachelor's degree.• Completed a CDET PME seminar program.• Socratic teaching experience.
7500, Advanced School Seminar	<ul style="list-style-type: none">• MANDATORY:<ul style="list-style-type: none">• Served as a master sergeant/first sergeant or above.• Must be PME complete for rank or grade.• DESIRED:<ul style="list-style-type: none">• Associate's or bachelor's degree.• Completed a CDET PME seminar program.• Socratic teaching experience.

SEBSP and SEOS Faculty Member Qualifications

SEBSP and SEOS Courses	Qualifications
8600, Communications (SEBSP and SEOS)	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Bachelor’s degree in English, Communications, Journalism, or related field. • Demonstrate strong grammar and editing skills, and possess excellent interpersonal communication skills. • DESIRED: <ul style="list-style-type: none"> • Military or DOD familiarity. • Knowledge of adult learning theory and teaching strategies.
8700, Leadership ¹ (SEBSP and SEOS)	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Served as a senior enlisted advisor or as an MOS specialist as an E-9. • DESIRED: <ul style="list-style-type: none"> • Bachelor’s degree. • Knowledge of adult learning theory and teaching strategies. • Joint duty background. • Operational experience. • Planning experience.
8900, Warfighting (SEBSP [Final Resident Seminar])	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Served as a field grade officer or senior SNCO who is an ILS, SAW, or TLS graduate; or • Senior SNCO who is a graduate of the Tactical MAGTF Integration Course. • Significant MAGTF planning and operational experience at the battalion/squadron level or above. • DESIRED: <ul style="list-style-type: none"> • Bachelor’s degree. • Socratic teaching experience.
8900, Warfighting (SEOS)	<ul style="list-style-type: none"> • MANDATORY: <ul style="list-style-type: none"> • Served as a field grade officer or senior SNCO who is an ILS, SAW, or TLS graduate; or • Senior SNCO who is a graduate of the Tactical MAGTF Integration Course. • DESIRED: <ul style="list-style-type: none"> • Bachelor’s degree. • Socratic teaching experience. • Operational experience. • Planning experience.

¹ Warfighting lessons delivered during the Nonresident Seminar period of the SEBSP are designed to be facilitated by a Leadership faculty member.