

**LAMAR UNIVERSITY**  
**MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES**

**SECTION: Academic Affairs**  
**AREA: Faculty**

**MAPP 02.02.60**

**English Language Proficiency for Faculty**

**I. POLICY**

- A. Lamar University (LU) complies with Texas Education Code § 51.917, as amended, which states that higher education institutions shall establish a program or short course to (a) assist faculty members whose primary language is not English to become proficient in English, (b) ensure that courses offered for credit at the institution are taught in English, and (c) ensure that all faculty members are proficient in the use of English.

**II. PURPOSE AND SCOPE**

- A. This policy has been established to comply with Texas Education Code (TEC) § 51.917, as amended.

**III. DEFINITION**

- A. **Faculty Member.** A “person who teaches a course offered for academic credit by an institution of higher education, including teaching assistants, instructors, lab assistants, research assistants, lecturers, assistant professors, associate professors, and full professors” (TEC § 51.917).

**IV. PROCEDURES**

- A. To remain in compliance with TEC § 51.917, LU asks all new faculty members to complete LU’s English Language Proficiency Form. On this form, faculty members self-report their level of English language proficiency.
- B. As indicated in TEC § 51.917, a faculty member may be required to demonstrate proficiency in the use of English by satisfactory performance on a test approved by the Board of Regents of the Texas State University System (TSUS).
- C. To increase proficiency in English, a faculty member may participate in a program or short course established by the institution to satisfy the requirements of TEC § 51.917 and this policy. The faculty member shall pay the cost of this program or course. The cost will be deducted from the faculty member's salary.

- D. Refusal by a faculty member to participate in an English language proficiency test, program, and/or course established under TEC § 51.917 or this policy may result in a faculty member's loss of access to teaching credit-bearing courses and/or in disciplinary action.
- E. A faculty member may use a non-English language to conduct non-English language courses designed to be taught in a non-English language.
- F. A faculty member may provide individual assistance during course instruction to a non-English-speaking student in the native language of the student.

#### V. REVIEW AND RESPONSIBILITY

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

Responsible Party: Academic Policy Advisory Council

#### VI. APPROVAL

Dr. Brett Welch	06/13/2024
Acting Provost & Vice President for Academic Affairs	Date

Dr. Jaime R. Taylor	06/14/2024
Lamar University President	Date

#### POLICY LOG

Version	Date	Description of Changes
1	06/12/2024	Policy draft completed.
	06/14/2024	Policy approved by President.