

Academic Affairs

BP 4000 ACADEMIC RANK

References: None

As an institution of higher education, the Riverside Community College District will award to the faculty, the ranks of Instructor, Assistant Professor, Associate Professor, Professor and Professor Emeritus for those individuals who earn these titles by meeting specific requirements.

Criteria and procedures to achieve these ranks will be developed jointly by the Academic Senate and the Administration.

Date Adopted: August 19, 2008
(Replaces RCCD Policy 3092)

Academic Affairs

AP 4000 ACADEMIC RANK

References: None

This plan involves no additional expense to the Riverside Community College District. It is not attached to salary, nor is it a merit plan for salary increases.

I. Academic Ranks

A. Associate Faculty

The rank of Associate Faculty is applied to non-contract faculty paid on an hourly basis.

B. Instructor

An individual who does not have a Masters degree, but who fulfills the work experience requirement to serve as career and technical education faculty shall receive the rank of Instructor when appointed to a full time, permanent position. If the position is not permanent, the rank will be visiting instructor.

C. Visiting Assistant Professor

The rank of a full-time faculty member who is on a non-tenure track appointment will be Visiting Assistant Professor if he/she has a Masters degree from a regionally accredited institution.

D. Assistant Professor

The rank of a faculty member who is on a tenure track appointment, and holds a Masters degree from a regionally accredited institution, shall receive the rank of Assistant Professor.

After having served for four years and achieving tenure, an individual who does not have a Masters degree, but who fulfills the work experience requirement to serve as career and technical education faculty, shall receive the rank of Assistant Professor, Career and Technical Education.

E. Associate Professor

A faculty member who has served as an Assistant Professor for four (4) years, achieved tenure, and holds a Masters degree from a regionally accredited institution, shall receive the rank of Associate Professor.

F. Professor

Persons wishing to apply for the rank of professor should submit a letter of application with supporting documentation establishing achievement of the criteria to the Professional Growth and Sabbatical Leave Committee (PG & SLC). The Committee will review the application according to procedures that they have established for recommending rank.

Minimum Criteria:

- Years of Service: A faculty member who has served the district for a minimum of ten years, in a full time position.
- Educational criteria: Masters degree from a regionally accredited institution
- Service to the Institution: Consistent involvement and contributions to shared governance, organizational development, and/or student organizations. Examples may include, among others, Senate service, CTA leadership service, and advising student affairs clubs, and organizations.

Plus one of the following:

- Education: Terminal degree from a regionally accredited institution.
- Scholarship: Peer reviewed publications or creative activities (such as major gallery exhibits or performances), patent, or other indicators of excellence in discipline related activities.
- Exemplary service to the institution and/or the community for 20 or more years.

G. Professor Emeritus

The Board of Trustees may, upon the recommendation of the Academic Senate, award the rank of Professor Emeritus to any faculty member who has earned retirement. The rank of Professor Emeritus may be awarded posthumously to one who has achieved the rank of associate professor and dies in service.

II. Application of the Plan

- A. A faculty member who joins the Riverside Community College District in a full-time teaching capacity and who held academic rank in his/her previous teaching position shall have equivalent rank, provided the requirements in Section I (above) have been met.
- B. Each academic rank shall be identified in a subject area.

- C. The subject area in which the title is granted must be one in which there is a sequence of course offerings of the College, and the subject title must be on the master list of subject areas as established in the most current catalog.
- D. A faculty member holding rank in accordance with the provisions of this section may request a change in subject area title at such time as he is qualified.
- E. Faculty transferring to an administrative, supervisory, or counseling capacity may retain such rank as had been conferred upon them during their tenure in the classroom.
- F. For the initial establishment of the ranks of Assistant Professor and Associate Professor, non-teaching personnel shall have the rank for which they would have qualified if they had retained their position in the classroom.
- G. For the ranks of Assistant Professor, Career and Technical Education, and Associate Professor, the PG & SLC shall, based on the criteria for achieving the rank, make a recommendation to the President of the College. After approval, the President of the College shall make a recommendation to the Chancellor, who will make a recommendation to the Board of Trustees.
- H. For the rank of Professor, after completion of the PG & SLC review and approval, noted in Paragraph F of Section I above, an ad hoc committee, will be formed to work with the candidate. This committee will consist of two Academic Senate Presidents, appointed by the Academic Senate, and an administrator, appointed by the Chancellor. This Committee will review and evaluate the qualifications of the candidate, based on the criteria for achieving the rank, and make a recommendation to the President of the College. Upon approval, the President of the College shall make a recommendation to the Chancellor, who will make a recommendation to the Board of Trustees.

Office of Primary Responsibility: Vice Chancellor, Academic Affairs

Administrative Approval: December 8, 2008
(Replaces RCCD Regulation 3092)