

**ATTACHMENT A (Information Item A, 10-15-12)****DRAFT (Corrections to the "Clean Copy" 10/22/2012)**

Faculty whose professional activities meet the criteria are invited to petition the Academic Senate for the appropriate rank

**XI-A. ACADEMIC RANK POLICY FOR ADJUNCT FACULTY**

*This Policy Pertains SOLELY to Adjunct Faculty Affiliated with Grossmont College through the Grossmont College Academic Senate.*

**ARTICLE I - Non-compensation**

Faculty who work less than a full-time contract at Grossmont College will be designated Adjunct Instructor, Librarian, Counselor or Learning Specialist as appropriate. The awarding of adjunct academic rank shall not result in any change in the salary schedule or in the position which the faculty member occupies on that schedule. Any attempt to affect such a change shall result in revocation of Grossmont College's Academic Senate sponsorship of this plan. Adjunct rank will not follow a person should they attain a tenure-track position in the District.

**ARTICLE II - Designations**

- A. Adjunct Professor: Twenty semesters as a <sup>Grossmont</sup> ~~CCCCD~~ community college faculty member ~~with~~ and at least ~~two~~ **one** of the criteria ~~in Article III to include at least one~~ from each category **in Article III.**
- B. Adjunct Associate Professor: Twelve semesters as a <sup>Grossmont</sup> ~~CCCCD~~ community college, ~~[remove comma]~~ faculty member and at least one of the criteria from each category in Article III.
- C. Adjunct Assistant Professor: ~~Adjunct Faculty member of~~ **Eight semesters as a** ~~CCCCD~~ <sup>Grossmont</sup> community college faculty member, and at least one of the criteria from each <sup>Grossmont</sup> category **in Article III.** ~~No time requirement, only service.~~

**ARTICLE III – Criteria**

**A. Criterion One – Professional Achievement**

1. Possession of an earned doctorate from an accredited institution.
2. Initiated and played a major role in the implementation of an educational program recognized by the Academic Rank Committee (ARC) as a significant benefit to students.
3. Made significant contributions to the community's cultural enrichment through personal achievements in the performing, literary and/or visual arts.
4. Authored or co-authored a referred text or research article, or computer software in petitioner's subject specialty recognized by the ARC as significant.
5. Made presentations at professional conferences or meetings recognized by the ARC as academically significant to petitioner's discipline.
6. Obtained outside funding or grants to enhance the college's teaching, research, and/or educational resources.
7. Other professional achievement recognized by the ARC as at least equal in significance to any of the above. *Area for items unique to P/T*

**B. Criterion Two – College Service**

1. Served at least four semesters as a department chair or coordinator or served at least four semesters as a member of the Academic Senate. *or Serve on ASPTFC*
2. Served at least two semesters on one any college or District committee within the past five years.
3. Chaired a major committee within the past five years for a period of at least two semesters.
4. Other college service ~~which~~ **that** the ARC deems to be at least equal in significance to any of the above.

## **ARTICLE IV - Procedures**

### **A. Application Process**

1. Obtain an Academic Rank Petition form from Forms Depot.
2. Complete the petition and attach applicable supporting materials.
3. Obtain the appropriate Dean/Director's verification of satisfactory or better scores on the two most recent evaluations.
4. Submit the completed petition to the President of Academic Senate or the Chair of Academic Rank Committee.

### **B. Approval Process**

1. The Academic Rank Committee consists of four members elected by the Academic Senate.
2. Decisions of the Academic Rank Committee must be unanimous.
3. Petitions will be rejected only for failure to meet the criteria.
4. Petitioners who do not receive a unanimous vote will receive a written explanation.
5. The Chair of the Academic Rank Committee will submit recommendations for rank to the President of the Academic Senate.
6. Approval of rank shall require a majority vote of the senators present at a regular meeting of the Academic Senate.
7. A Certificate of Rank will be granted by the Academic Senate.
8. The Academic Senate will forward in an annual report the names of faculty approved for academic rank to the college President for publication and dissemination.

### **C. Conciliation Process**

1. An unsuccessful petitioner is entitled to meet with the Academic Rank Committee if he/she feels that, through violation of the procedure or misinterpretation of the criteria or of the petition, the Academic Rank Committee is in error.

2. The petitioner will request that the Chair of the Academic Rank Committee convene the Committee to hear the petitioner.

3. The Academic Rank Committee will reevaluate its decision and, if rank is recommended, notify the President of the Academic Senate.

#### **D. Appeal Process**

1. If no resolution is possible at the conciliation level, the petitioner will present written details of the appeal along with a copy of his/her original application for rank to the Professional Relations Committee.

2. The petitioner will notify the Academic Rank Committee in writing that an appeal has been presented to the Professional Relations Committee.

3. The Professional Relations Committee will meet to resolve the appeal within ten (10) working days (exclusive of Summer) of receipt of the appeal.

4. The Professional Relations Committee will forward a written response to the petitioner with a copy to the Academic Rank Committee.

#### **ARTICLE V - Publication of Academic Rank**

Each person who is awarded academic rank will be accorded the benefits and recognition of rank. A Certificate of Rank, signed by the President of Grossmont College, the President of the Academic Senate and the Chancellor, will be presented to the Adjunct faculty member.

**ATTACHMENT B (Information Item A, 10-15-12)**

**MOCK-UP FROM FULL TIME RANK CRITERIA (See "Clean Copy")**  
**XI. ACADEMIC RANK POLICY FOR PART-TIME ADJUNCT FACULTY**

~~In the spring of 1987 the Academic Senate of Grossmont College instituted awarding academic rank to recognize teaching excellence, professional achievement, and college service.~~ Faculty whose professional activities meet the criteria are invited to petition the Academic Senate for the appropriate rank.

**ARTICLE I – Non-compensation**

The awarding of adjunct academic rank shall not result in any change in the salary schedule or in the position which the faculty member occupies on that schedule. Any attempt to affect such a change shall result in revocation of Academic Senate sponsorship of this plan. Years of services and adjunct rank will not follow a person should they attain a tenure-track position in the District.

**ARTICLE II – Designations**

- A. Adjunct Professor: Ten years ~~t~~Twenty semesters as a full-time GCCCD community college, ~~college, or university~~ faculty member with tenure granted by GCCCD and at least ~~three~~ <sup>3-2</sup> two of the criteria in Article III to include at least one from each category.
- B. Adjunct Associate Professor: ~~Six years~~ Twelve semesters as a full-time GCCCD community college, ~~college, or university~~ faculty member with tenure granted by GCCCD and at least one of the criteria from each category in Article III.
- C. Adjunct Assistant Professor: Tenured full-time f ADJUNCT Faculty member of GCCCD, and at least one of the criteria from each category. No time requirement, only service
- A. A non-tenured full-time faculty member or eligible tenured faculty member who chooses not to apply for academic rank will be designated as Instructor, Librarian, Counselor, or Learning Specialist as appropriate.
- D. Faculty who work less than full-time contract will be designated Adjunct Instructor, Librarian, Counselor or Learning Specialist as appropriate.

**ARTICLE III – Criteria**

A. Criterion One – Professional Achievement

1. Possession of an earned doctorate from an accredited institution.
2. Initiated and played a major role in the implementation of an educational program recognized by the Academic Rank Committee (ARC) as a significant benefit to students.
3. Made significant contributions to the community's cultural enrichment through personal achievements in the performing, literary and/or visual arts.
4. Authored or co-authored a referred text or research article, or computer software in petitioner's subject specialty recognized by the ARC as significant.
5. Made presentations at professional conferences or meetings recognized by the ARC as academically significant to petitioner's discipline.
6. Obtained outside funding or grants to enhance the college's teaching, research, and/or educational resources.
7. Other professional achievement recognized by the ARC as at least equal in significance to any of the above.

B. Criterion Two – College Service

*COO*

1. Served at least two years four semesters as a department chair or coordinator or served at least two years four semesters as a member of the Academic Senate.
2. Served at least two years four semesters on one or one year two semesters on ~~two major~~ any college or district committees (~~e.g. General Education, Curriculum, District Load, Program Review, Learning Skills, United Faculty Steering AFT, Professional Development, College Planning~~) within the past five years.
3. ~~Served at last three years six semesters on any combination of college or district committees within the past five years not covered by the previous criterion.~~
4. Chaired a major committee within the past five years for a period of at least two semesters. one year.
5. Other college service which the ARC deems to be at least equal in significance to any of the above.

## ARTICLE IV - Procedures

### A. Application Process

1. Obtain an *Academic Rank Petition* form from Forms Depot, the Academic Senate Office or the President of Academic Senate.
2. Complete the petition and attach applicable supporting materials.
3. Obtain the appropriate Dean/Director's verification of satisfactory or better scores on the two most recent evaluations.
4. Submit the completed petition to the President of Academic Senate or the Chair of Academic Rank Committee.

### B. Approval Process

1. The Academic Rank Committee consists of four members elected by the Academic Senate.
2. Decisions of the Academic Rank Committee must be unanimous.
3. Petitions will be rejected only for failure to meet the criteria.
4. Petitioners who do not receive a unanimous vote will receive a written explanation.
5. The Chair of the Academic Rank Committee will submit recommendations for rank to the President of the Academic Senate.
6. Approval of rank shall require a majority vote of the senators present at a regular meeting of the Academic Senate.
7. A Certificate of Rank will be granted by the Academic Senate.
8. The Academic Senate will forward in an annual report the names of faculty approved for academic rank to the college President for publication and dissemination.

### C. Conciliation Process

1. An unsuccessful petitioner is entitled to meet with the Academic Rank Committee if he/she feels that, through violation of the procedure or misinterpretation of the criteria or of the petition, the Academic Rank Committee is in error.
2. The petitioner will request that the Chair of the Academic Rank Committee convene the Committee to hear the petitioner.
3. The Academic Rank Committee will reevaluate its decision and, if rank is recommended, notify the President of the Academic Senate.

### D. Appeal Process

1. If no resolution is possible at the conciliation level, the petitioner will present written details of the appeal along with a copy of his/her original application for rank to the Professional Relations Committee.
2. The petitioner will notify the Academic Rank Committee in writing that an appeal has been presented to the Professional Relations Committee.
3. The Professional Relations Committee will meet to resolve the appeal within ten (10) working days (exclusive of Summer) of receipt of the appeal.
4. The Professional Relations Committee will forward a written response to the petitioner with a copy to the

Academic Rank Committee.

**ARTICLE V – Publication of Academic Rank**

Each person who is awarded academic rank will be accorded the benefits and recognition of rank. Academic rank designation will be included in all future catalogues, class schedules and official records of the college. A Certificate of Rank, signed by the President of Grossmont College, the President of the Academic Senate and the Chancellor, will be presented to the faculty member.

SOC's Response to Resolution that the Part-Time Committee referred to SOC on September 26<sup>th</sup>, 2012. Changes in red were made by the SOC committee.

**VI. Fall Plenary Update-David Milroy**

David reported that the Part-Time Faculty Caucus will meet on Friday, November 9, 2012. The Senate fall plenary will be held in Irvine at the Irvine Marriott. Please see the caucus website at [www.asptfacultycaucus.info](http://www.asptfacultycaucus.info)

**VII. Part-Time Resolutions-David Milroy** - The Committee will be looking at three state-wide resolutions developed by the PT Senate Caucus for possible presentation to the Grossmont Senate for approval. They are:

1. Whereas the Academic Senate is an organization committed to promoting the welfare of the entire faculty and representing the entire faculty in its academic and professional relations with its District;

Whereas part time faculty comprise a majority of those faculty and should play a crucial role in the functioning of the Academic Senate;

Whereas it was resolved that the State Academic Senate for California Community Colleges urge local senates to include part time faculty as local academic senate members in Spring, 1995 (resolution 0110);

Whereas there are still local Senates that have no part time representatives;

Be it therefore resolved that every District CCC Senate is encouraged to should include at least 10% of its total seats for develop a structure that allows part time faculty or, should local Senates comprise less than 10 members, at least one of those seats include a part time faculty member. to serve on the Senate.

*encourages/supports*  
*that includes representation of P/T Faculty in the Senate as Senators*  
*members of the* →

Academic Senate Part Time Faculty Caucus

OUR CRITERIA FOR THESE CHANGES.

1. If we can't support this on it's merit, then this debate would harm climate between Part-Time and Full-Time faculty.
2. Someone can support Part-Time Faculty, but cannot mandates to colleges.
3. With 112 colleges "ONE SIZE FITS ALL" can't work for all colleges. Need to have flexibility for all sizes, rural colleges, etc.