I. Introduction

A. The Academic Rank Committee shall consist of five members who are nominated for two-year terms by the Academic Senate President. The Academic Rank Committee shall select a chair annually.

B. The application period shall be from mid-October through the end of the fall semester. The timeline shall be set and publicized by the Academic Rank Committee.

II. Process for advancement in academic rank

A. Applications for advancement in academic rank, along with all pertinent supporting documentation, shall be sent to the Academic Rank Committee Chair by the published deadline to be considered for advancement.

B. The Academic Rank Committee will review the verified degrees, units, employment history, and other documentation to determine the earned rank for each applicant.

C. The Academic Rank Committee will submit their recommendations to the President of the Academic Senate to be put on the Academic Senate agenda for a vote. A majority vote by Academic Senate is required for approval of academic rank advancement.

D. With the affirmation vote, the recommendations will be sent to the Superintendent/President for approval. Upon approval of the Superintendent/President, the recommendations will be sent to the Vice President of Human Resources to be submitted to the Board of Trustees for its consideration and action.

E. Any applicant who has an objection concerning the consideration of their application may ask the President of the Academic Senate to be placed on the agenda for the next regularly scheduled meeting to present their case. The merit of each case shall be decided by a majority vote of the Senators present at the meeting.

III. Sources/references

Academic Senate