

### APPLICATION FOR THE RANK OF PROFESSOR

Print Name:	Staff ID:
Email:	Discipline:
Telephone:	Name of Dean:
Date of Hire:	Previous/Additional Position(s):

**Please Note:** Full-Time Faculty wishing to apply for the rank of Professor should submit a letter of application and supporting documentation establishing achievement of the criteria listed below to the Professional Growth and Sabbatical Leave (PG&SL) Committee via the Vice Chancellor of Educational Services and Strategic Planning no later than **October 31** of that academic year. Please ensure your Name / Current Position Title / Department / Location and "Request for Rank of Professor" is included on each page of the letter and supporting documentation. All criteria must be met during your service as a full-time faculty member at RCCD.

I hereby submit my application for the Rank of Professor at the following College: MVC\_\_\_\_\_ NC\_\_\_\_\_ RCC\_\_\_\_\_

In support thereof, I certify that I meet the following criteria and have attached the required documentation for verification purposes:

**Minimum Criteria:**

- **Years of Service:** A faculty member who has served the district for a minimum of ten years, in a full time faculty position. Yes \_\_\_\_\_ No \_\_\_\_\_
- **Educational criteria:** A Master's degree from a regionally accredited institution. Yes \_\_\_\_\_ No \_\_\_\_\_
- **Service to the Institution:** Yes \_\_\_\_\_ No \_\_\_\_\_
- Consistent and continual service per contractual obligations, as well as consistent involvement and contributions to shared governance, organizational development, and/or student organizations. Examples of such involvement and contribution may include, among others, Senate service, CTA leadership service, and advising student affairs clubs, and organizations, etc. PG&SL may ask for a letter of evaluation from your College Vice President of Academic Affairs or the College Senate President demonstrating fulfillment of these requirements.

**Plus one of the following:**

- **Education:** Yes \_\_\_\_\_ No \_\_\_\_\_  
A degree from a regionally accredited institution that qualifies the applicant for placement on Column H of the approved faculty salary schedule.
- **Scholarship:** Yes \_\_\_\_\_ No \_\_\_\_\_  
Peer reviewed publications or creative activities (such as major gallery exhibits or performances), patents, or other indicators of excellence in discipline related activities.
- **Exemplary service to the institution and/or the community for at least fifteen (15) years:** Yes \_\_\_\_\_ No \_\_\_\_\_  
This service level must be listed in chronological order and clearly exceed what is contractually expected of a faculty member. PG&SL may ask for a letter of evaluation from the faculty member's College Vice President of Academic Affairs or the College Senate President demonstrating fulfillment of these requirements.  
  
Individuals seeking to use the above criteria must provide evidence that the service level clearly exceeds what is contractually expected from a faculty member. PG&SL may ask for verification and evidence.

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**\*For District Office of Educational Services and Strategic Planning office use only:**

Meets criteria: \_\_\_\_\_ Does not meet criteria: \_\_\_\_\_ Reason: \_\_\_\_\_

Administrator/Designee: \_\_\_\_\_

Original: Educational Services & Strategic Planning

Notification(s): Faculty Member/Chancellor/DAS President/Faculty Association/College President/PG&SL/HR&ER

Revised 07/21/22