



COLLEGE of CENTRAL FLORIDA
ADMINISTRATIVE PROCEDURE

Title: Professorial Rank	
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Effective Date: 09/13/04	Division: Instructional Affairs
Revised Date: 10/15/04	
Revised Date: 11/04/07	

All fulltime faculty hired will be assigned a professional rank at the time they are hired, based on criteria in the Salary Schedule and using the “Candidate Salary and Rank Evaluation – Faculty” form completed by the Dean/Provost/Director, reviewed by the Director for Human Resources, and approved by the Chief Academic Officer. New faculty will not be hired above the rank of Associate Professor.

The procedures for achieving professorial rank and promotion are outlined in “Procedures for the Development and Submission of a Portfolio to Support Promotion in Rank.” Procedures are maintained by the Chief Academic Officer, and changes to this document must be approved by the President. This document is distributed to faculty who are eligible to apply for promotion in rank. Faculty applying for promotion in rank must have received continuing contract.

Length of time in rank before faculty is eligible to apply for promotion in rank:

Instructor	4 years
Assistant Professor	5 years
Associate Professor	7 years
Professor	8 years
Senior Professor	

NOTE:

“Grandfather Clause” – Faculty approved for a graduate degree program prior to June 30, 2002 will receive a salary increase as per previous policy, or as per the new policy, whichever is to their advantage. If a faculty member chooses to receive a salary increase as per the previous policy, he or she shall not be eligible for promotion in rank consideration for a minimum of five (5) years after the salary increase is given. Faculty choosing a salary increase per the previous policy will sign a memo indicating agreement with eligibility for promotion in rank. The Chief Academic Officer will notify the President of faculty selecting this option.

Vice President of Instructional Affairs

Date

Approved by:

President

Date