

Somerset Community College Faculty Employment Status Policy

KCTCS Board Policy 2.0-KCTCS Employment and KCTCS Human Resources Procedure #9, places the responsibility with the college president/chief executive officer to determine the employment status of faculty members based on funding and the needs of the college (2009). KCTCS Administrative Policies and Procedures 2.0.1.1 requires that an employment status is designated for each full-time faculty member at the time of employment.

1. Initial faculty employment at Somerset Community College will be term contract status.
2. Faculty members who have earned the rank of Assistant Professor will be eligible to pursue tenure-track employment status. Faculty may initiate this option by submitting a letter of application to the Office of the President.
 - The decision to award tenure-track status will be made by the President/CEO in consultation with the Advisory Committee on Faculty Employment Status*.

Factors that will be considered include, but are not limited to:

- ✓ Permanency of funding source.
 - ✓ Record of performance for quality teaching or other teaching related responsibilities, quality student relations, community service and general concern in fulfilling the mission of the college. Prior Planning, Performance, and Evaluation (PPE) cycles (up to three years).
 - ✓ Educational level preferred in the discipline/profession/occupation.
 - ✓ Prior service in education or employment.
 - ✓ Continued program or discipline viability.
 - ✓ Colleague assessments.
 - ✓ Student evaluation of instruction.
 - ✓ Student evaluation of advising.
- If the Faculty member is granted tenure-track status, the faculty member will enter a six (6) year probationary employment period and shall pursue tenure under the established policies governing promotion with tenure from Assistant to Associate Professor Rank. The President/CEO in consultation with the Advisory Committee on Faculty Employment Status* may grant up to three (3) years prior service as a full-time faculty member toward the probationary period.
 - Faculty members granted tenure-track employment status must relinquish their term, continued or continuing employment status since this is a separate employment status category and is mutually exclusive from the tenure-track status. According to KCTCS Administrative Policy 2.1.3.5, tenure-track status Assistant Professors must either be promoted to the rank of Associate Professor with tenure at the end of the probationary period or shall not have their appointments renewed.

3. Faculty members who have earned the rank of Associate Professor or Professor with term, continued or continuing employment status will be eligible to pursue tenure-track employment status. Faculty members may initiate this option by submitting a letter of application to the Office of the President.

- The decision to award tenure-track employment status will be made by the President in consultation with the Advisory Committee on Faculty Employment Status*.

Factors that will be considered include, but are not limited to:

- ✓ Permanency of funding source.
- ✓ Record of performance for quality teaching or other teaching related responsibilities, quality student relations, community service and general concern in fulfilling the mission of the college. Prior Planning, Performance, and Evaluation (PPE) cycles (up to three years).
- ✓ Educational level preferred in the discipline/profession/occupation.
- ✓ Prior service in education or employment.
- ✓ Continued program or discipline viability.
- ✓ Colleague assessments (last 3 years).
- ✓ Student evaluation of instruction (last 3 years).
- ✓ Student evaluation of advising (last 3 years).
- ✓ College and/or System Leadership (last 3 years).
- ✓ Prior promotion portfolio(s)

- If the Faculty member is granted tenure-track status, the faculty member will enter a six (6) year probationary employment period and shall pursue tenure under the established policies governing promotion with tenure from Associate Professor to Professor Rank with tenure or from Professor to Professor with tenure. The President/CEO in consultation with the Advisory Committee on Faculty Employment Status* may grant up to three (3) years prior service as a full-time faculty member toward the probationary period.

- Faculty members granted tenure-track employment status must relinquish their term, continued or continuing employment status since this is a separate employment status category and is mutually exclusive from the tenure-track status. Associate Professors or Professors must either be promoted to the rank of Associate Professor with tenure or Professor with tenure at the end of the probationary period or shall not have their appointments renewed.

4. SCC's Advisory Committee on Promotion and Tenure recommends to the President/CEO, the President/CEO recommends to the System Committee on Promotion and Tenure, the System Committee recommends to the Chancellor, the Chancellor recommends to the KCTCS President, the KCTCS President recommends to the Board of Regents. The Board of Regents grants tenure.
5. Upon earning tenure, faculty members shall move to tenured employment status and shall not revert back to term contract, continuing, or continued employment status.

**The Advisory Committee on Faculty Employment Status consists of the appropriate academic officers, the co-chairs of the Advisory Committee on Promotions and Tenure, and the chair of the Faculty.*