



**Academic Senate**  
***Academic Ranking - Article V***  
**(§B.500-B.503)**

*Academic Ranking* is a celebration of personal and professional achievement, life-long learning in both occupational and academic fields, and commitment to the AVC community.

Full time, tenure track faculty members are ranked as *instructor, assistant professor, associate professor, or professor*. Faculty members wishing to change their academic ranking status must submit the *Application for Academic Ranking* to the Academic Senate Office.

**Faculty Ranking Criteria**

**Instructor:** non-tenured faculty member

**Assistant Professor:** Any full time faculty member at Antelope Valley College who has gained tenure shall be granted the rank of *Assistant Professor*.

**Associate Professor:** Any tenured, full time faculty member, who has held the rank of *Assistant Professor* at Antelope Valley College for two years and has completed **one** of the following criteria after that faculty member's official hire date, may apply for the rank of *Associate Professor*.

- Nine semester units of additional upper division or graduate units from an accredited institution.
- Twenty-seven hours of additional training (excluding continuing education units), additional certification in occupational experience or industry recognized certifications.
- Two professional achievements as defined in § B500.5 of the *Academic Senate Bylaws*.

**Professor:** Any full time faculty member, who has held the rank of *Associate Professor* at Antelope Valley College for two years and has completed **two** professional achievements as defined in § B500.5 of the *Academic Senate Bylaws* after that faculty member has been granted the rank of *Associate Professor*, may apply for the rank of *Professor*.

\* *Faculty Emeriti* are full time, tenured faculty members that are now retired from the college.  
(See § B502.1.6.)

\* *Adjunct faculty* members are ranked as Adjunct Instructor or Adjunct Assistant Professor.  
(See § B.502.1.5.)



## Application for Academic Ranking

Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

My current Academic Rank:  Instructor  Assistant Professor  Associate Professor

**A. When hired, what degree did you hold?**

Date of Hire: \_\_\_\_\_

Degree: \_\_\_\_\_

**B. Please refer to the criteria and mark the appropriate box(es). In addition, provide the required evidence matching each criterion with the supporting rationale and documentation.**

**Assistant Professor**

Date of Tenure completion \_\_\_\_\_

**Associate Professor**

- Additional upper division or graduate units from an accredited institution - OR -
- Additional training (excluding continuing education units), additional certification in occupational experience or industry-recognized certifications - OR -
- Professional achievements as defined in § B500.5 of the *Academic Senate Bylaws*

**Professor**

Professional achievements as defined in § B500.5 of the *Academic Senate Bylaws*

**C. Certification: "I certify that the above information and accompanying documentation is true and correct."**

\_\_\_\_\_  
**Faculty Signature**                      **Print Name**                      **Date**

**Approved**                       **Denied** - Resubmit with required documentation

Senate Executive Approval Date: \_\_\_\_\_

Academic Senate President: \_\_\_\_\_  
Signature                      Date



**Application for Adjunct Faculty Academic Ranking**

**Name:** \_\_\_\_\_ **Date of Application:** \_\_\_\_\_

**A. When hired, what degree did you hold?**

Date of Hire: \_\_\_\_\_

Degree: \_\_\_\_\_

**B. Please refer to the criteria and mark the appropriate box(es). In addition, provide the required evidence matching each criterion with the supporting rationale and documentation.**  
(See *Academic Senate Bylaws*, § B.502.1.5.)

- Bachelor’s Degree plus 4 years of service –or–
- Master’s Degree plus 2 years of service –or–
- Doctorate Degree plus 1 year of service
- One professional achievement as defined in § B500.5 of the *Academic Senate Bylaws* after date of hire.

**C. Certification: "I certify that the above information and accompanying documentation is true and correct."**

<b>Faculty Signature</b>	<b>Print Name</b>	<b>Date</b>
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Approved  Denied - Resubmit with required documentation

Senate Executive Approval Date: \_\_\_\_\_

Academic Senate President: \_\_\_\_\_

Signature

Date



**Application for *Professor Emeritus***

Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

**A. When hired, what degree did you hold?**

Date of Hire: \_\_\_\_\_

Degree: \_\_\_\_\_

**B. Please provide the required evidence matching each criterion with the supporting rationale and documentation.**

The application for academic ranking for *Professor Emeritus* must include evidence of both full-time employment of no less than ten years as a faculty member as well as the conferment of the rank of full Professor at Antelope Valley College.

Date of conferment of the rank of *Professor* at Antelope Valley College: \_\_\_\_\_

Number of years of employment as a full time, tenured faculty member at Antelope Valley College: \_\_\_\_\_

Date of Retirement: \_\_\_\_\_

**C. Certification: "I certify that the above information and accompanying documentation is true and correct."**

\_\_\_\_\_  
Faculty Signature    Print Name    Date

Approved     Denied - Resubmit with required documentation

Senate Executive Approval Date: \_\_\_\_\_

Academic Senate President: \_\_\_\_\_  
Signature    Date

- Recognition of emeritus faculty shall include, upon request, the following privileges, benefits, and courtesies:
- An official document certificate verifying emeritus status of faculty member endorsed by the Academic Senate President,
  - An AVC ID that lists Professor Emeritus status,
  - A business card which indicates status as an emeritus faculty member at Antelope Valley College,
  - Courtesy campus parking with a faculty sticker,
  - Access and use of AVC Library print collection
  - An invitation to participate in AVC public ceremonies.