

<p style="text-align: center;"><b>Salary Advancement Committee Operating Agreement</b></p>
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**Purpose:**

Evaluation of faculty requests for pre-approval of coursework for salary class advancement.

**Jurisdiction:**

The Salary Advancement Committee is a college committee that coordinates, oversees, and reports on functions and programs common to all Reedley College, Madera and Oakhurst. .

**Product:**

Decisions to accept pre-approval requests and correct categorization for courses applicable for full-time faculty salary advancement.

**Composition:**

One administrator (to be appointed by the College President) and four faculty members (from different departments) on staggered two-year terms. The faculty members shall be selected by the Academic Senate President. Please reference appropriate SCFT contract language in Article XIII, Section 4.

**Meetings Schedule:**

Three times a year, at least once per semester.

**Quorum:**

3

**Operating Procedures**

Unless course units are from an accredited college and within a faculty member's teaching field, only those units that have been "preapproved" will be approved by the committee as applicable for class advancement. Course units needing preapproval include: those that are from an accredited college and outside of the faculty member's teaching field; lower-division units required for a credential or degree fulfillment, those in connection with preparation for an institutional assignment or in-service training program, or those recognized by the committee as contributing to the faculty member's effectiveness in his/her assignment. In some cases as deemed appropriate by the committee, some courses not carrying college credit may be counted as long as preapproval has been granted by the committee. Please reference appropriate SCFT contract language in Article XIII, Section 4.

**Reedley College Goal:**

None

**Reedley College Strategic Directions:**

Strategic Direction 7.4 –Recruit and retain highly qualified administration, staff and faculty and provide professional development opportunities to support student success.

**Subcommittees:**

None