URI PART-TIME FACULTY UNITED (PTFU)

SALARY LEVEL ADVANCEMENT

Part-Time Faculty shall be paid according to their standing in a three-tiered salary structure as follows:

Required number of courses* for advancement and salary per level:

PTF I 1-19 courses Salary \$1183 per credit PTF II 20-29 courses Salary \$1235 per credit PTF III 30 courses Salary \$1287 per credit

Procedure for Advancement

- 1. When applicable (# of courses taught, 3 credits each or more), PTF may submit an Advancement Application (Application for Level Advancement form is available on URI PTFU Web Site) to the Department Chair in the semester the required number of courses is achieved.
- 2. Once PTF has applied for Advancement Review, the review must take place and be completed within that semester.
- 3. Applications must be submitted by **October 1**st for a **Fall semester** advancement review or **February 15** for a **Spring semester** review.
- 4. The Department Chair shall review PTF application and evaluation.**
- 5. The Department Chair shall forward his/her Level Advancement recommendation to the Dean.
- 6. The Dean shall make the final decision on the Level Advancement application.
- 7. PTF member shall receive a copy of each recommendation and the final decision.
- 8. Upon approved application, level advancement shall be at the beginning of the following semester.

NOTE: This summary of the Level Advancement procedure is taken from ARTICLE XI, SALARIES, of the URI BOG/URI PTFU Agreement.

^{*}Total number of courses includes courses taught in summer session.

^{**} As provided for in the Evaluation section, Article IX of the Agreement.

URI PART-TIME FACULTY

APPLICATION FOR SALARY LEVEL ADVANCEMENT

Signature (Part-Time Faculty) Signature (Chairperson)	Date	Recommend	l Reject
Signature (Part-Time Faculty)	Date		
	Date		
For consideration for Fall semester advant department chair by October 1 . For Spri submitted to the department chair by Feb	ing semester advancen		
The applicant's statement may be accompaphlicant may choose to include that add	resses teaching effective	veness.	
To Take Effect:	ent by the applicant an al part-time faculty me ence, satisfactory past t chair or dean's designate semester in which the astrument used at the using effectiveness. Under used in the evaluation	d a statement written bember's teaching effect performance, direct clanee in colleges that do PTF is currently teachiniversity which should official sources, such as in process.	iveness, assroom not have ng, and the be used as on-line
Level Advancement Applying For:			
Current Level:			
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Department:			

NOTE: "Once part-time faculty members apply for salary advancement review, the review will take place and be completed within that semester. Department chair forwards the recommendation to the Dean. The Dean shall make the final decision on advancement. Part-time faculty members shall receive a copy of each recommendation and the final decision." Source: URI/PTFU and URI/RI Board of Governors Agreement, Articles IX (Performance Evaluations) and Article XI (Salaries).