



Want more money?

Salary Advancement might be the answer

Institute for Professional Development

Activities for Salary Advancement (for further details see the Faculty Contract or IPD Handbook)

Salary Advancement 101

Who can apply:

Full-time faculty who have not yet reached Column V.

How to apply:

Pick up a Salary Advancement form from IPD Office or online:

www.goldenwestcollege.edu/senate/ipd.html

If you will be seeking district funding from any source, you may not apply for Salary Advancement Credit.

You may apply for Salary Advancement Credit in any of 10 categories.

Applications must be turned into the IPD Office and approved prior to commencement of the project.

Approval Process:

Your application will be reviewed by the IPD Committee and you will be notified of approval, denial, changes in units to be awarded, or additional requirements for verification of completion.

Upon Completion of Project:

Submit the evidence of completion for the project that had previously been agreed to in your proposal.

Proof must be submitted by the end of the semester following the stated date of completion on the original application.

If you are close to a column move, the evidence of completion(s) must be in the IPD Office by September 1 to meet the District deadline of September 15.

**IPD Office - KOCE Room 148
(714) 895-8175**

**Amanda Best, Chair
Julie Nguyen, Staff Aide**

Workshops, Seminars and Conferences:

1 unit of credit = 18 hours of attendance

Only time of actual attendance at conferences can be submitted. Evidence of completion can be a nametag, program, etc. with verification of hours required.

Lower Division Credit: 1 unit of credit for each unit of study

Course of study must enhance subject matter knowledge or training for newly involved teaching field(s). Evidence of completion is transcript.

Job Shadowing: 1 unit = 36 clock hours of performance

Observation, evaluation, and working with an expert or professional whose occupation is related to the faculty member's own academic specialization.

Publications: 1 unit = 36 clock hours

Publication of articles of educational value, the presentation of a paper to a professional meeting, the production of works with creative merit, or syllabi, novels, or textbooks that are not otherwise remunerated.

Professional Organization Activities: 1 unit = 36 clock hours

Responsibilities of a substantial nature in a professional organization that are directly related to the discipline of the applicant, the profession of education, or the institutional needs of the college and the district.

New Assignment: 1 unit = 36 hours of preparation

Enhancement of a faculty member's knowledge of subject matter for a new assignment or method of teaching.

Job Exchange: 1 unit = 36 hours of work

Exchanging jobs with a person in a teaching or non-teaching position at an outside-district, public or private agency, related to the faculty member's assignment.

Educational Material: 1 unit = 36 clock hours

Production of original materials for on-campus instructional use.

Work Experience: 1 unit = 36 clock hours

Employment must be with a firm of such stature that the employment will enable the instructor to grow in knowledge and experience, and the work must be supervised by a person with superior knowledge in the field of employment.

Independent Study Credit: 1 unit = 36 clock hours

Areas not covered by the previous nine categories. The proposal must be very specific as to topics, reading lists, research or field work, the objectives of the study and how it will increase the applicant's effectiveness. Include details such as how the project will be validated, by whom and what evidence will be presented.