

Degree Completion, Promotion and Compensation

Steve Griffith, Vice President and Dean for Academic Affairs 8/22/06

Normally, faculty members at Simpson College are expected to have a terminal degree completed by the start of the contract period. The faculty member's original letter of hire and original contract will state both the starting rank and the starting salary. If the completion of the degree is expected before the start of the first year of employment, the letter of offer and the original contract will also include the rank and the compensation to be given the faculty member upon the completion of the degree.

Typically, a person not likely to have a terminal degree in hand at the start of the contract will be hired at the rank of Instructor. If the completion of the terminal degree happens before the beginning of the contract year, the faculty member's rank may be adjusted by the Dean to Assistant Professor upon consultation with the Faculty Personnel Committee. If an increase in salary upon completion of the degree has been included in the original hiring contract, it will be applied to the base-salary in pay period following the receipt by the college of official notice that all requirements for the degree have been completed. This may be in the form of an official transcript, or a letter from an appropriate college official. The salary increase will be pro-rated over the remaining pay-periods in the life of the contract.

A faculty member who completes the terminal degree after the beginning of the first year of service will receive the promotion from Instructor to Assistant Professor in the academic year following the completion of the degree. An increase in salary for completing the degree after the first year of service will only be awarded if so stated in the current year's contract.