

# Process for Adjunct Level Advancement

Adjuncts teaching at Rhode Island College are eligible for level advancement (a pay raise) depending on how many credit hours they have taught, as well as their quality of teaching. Below are the rates of pay for the three levels for spring 2019, and for the 2019-2020 and 2020-2021 academic years. The chart indicates three 2.5% annual pay increases. It also indicates in spring 2019 a \$50 pay raise for level 2 adjuncts and a \$100 pay raise for level 3 adjuncts from the previous contract period.

Academic Year	Adjunct Level I 1-59 faculty load hrs	Adjunct Level II 60-99 faculty load hrs	Adjunct Level III 100 or more faculty load hrs
Spr 2019	\$1322	\$1422	\$1522
2019-20	\$1355	\$1457	\$1560
2020-21	\$1389	\$1493	\$1600

## Step 1: Determine how many credit hours you've taught.

This information can be found on your MyRIC page (from 2000 on) by searching through your course assignments for each semester. It should also be available in your personnel file, which you have the right to view through your department.

- If you have taught 60-99 credit load hours, you are eligible for advancement to Level II.
- If you have taught 100 or more hours, you are eligible for advancement to Level III.

Level III is the highest level attainable.

## Step 2: Gather Materials

1. Complete application form (available on the Adjunct Union website)
2. Write a statement addressing what ways you qualify for level advancement (a reflection of teaching success, discussion of positive student evaluations, efficacy of instruction, teaching innovations, etc. would be appropriate).
3. Gather supporting materials (see page 2 of application for examples of materials that demonstrate the attainment of the various criteria for level advancement)

## Step 3: Schedule Classroom Evaluations

Our contract now stipulates that an adjunct must have had two classroom evaluations in order to advance to the next level. One of these must have been concluded no more than twelve months prior to the semester in which the advancement application is submitted.

**Step 4: Apply On Time!**

- If you want to advance for the spring semester, you need to apply by NOVEMBER 1 OF THE PREVIOUS SEMESTER.
- If you want to advance for the fall semester, you need to apply by MARCH 15 OF THE PREVIOUS SEMESTER.

**Other important information**

- Credits taught at other institutions do not count towards your career credits at Rhode Island College. They will not be counted towards level advancement.