

September 25, 2007

Dear Colleagues:

Article 14.2.E(6) of the **NEW 2007-2010 CBA** notes that as of the date of ratification (9/18/07) faculty in both the Instructor and Counselor/Advisor classifications:

*“shall be reclassified as **Instructor I** and **Academic Advisor I** respectively and shall thereafter have promotion opportunities consistent with the promotion standards and criteria developed by the respective unit ... and approved by the President or designee.”*

Additionally, the CBA notes that Instructors and Academic Advisors with less than four (4) years in classification at FGCU have 60 days from the date of ratification (i.e. until Monday November 19, 2007) to apply to the Dean/Director to receive credit for years in classification at a previous regionally accredited institution of higher education – [this has to do with eligibility for promotion to Level II]. The CBA text is as follows:

“By October 15, 2007, or 60 days after the date of ratification of the 2007-2010 Collective Bargaining Agreement, whichever is later, Instructors and Academic Advisors with less than four years in classification at FGCU may apply to their Dean/Director to have years in classification at another regionally accredited institution of higher education count towards years in classification at FGCU.”

Instructors and Academic Advisors who wish to apply for “years in classification” from a previous institution of higher education should **do so in a letter with a rationale and attach a copy of an updated resume** for consideration by the Dean/Director. Consistent with the process used for awarding “credit” for ranked faculty when hiring, the Dean/Director will make a recommendation to the Provost for consideration and a final decision. The application materials, along with the form that indicates the University’s decision shall be placed in the employee’s personnel file.

Instructors and Academic Advisors who have four (4) or more years in classification at FGCU, and who meet other eligibility requirements that may be developed by the college/unit for promotion to Level II, shall be eligible to apply for promotion in spring 2008 provided that the college/unit has adopted criteria in place by that time.

Thank you.

Bonnie Yegidis
Provost and Vice President for Academic Affairs

REQUEST FOR YEARS IN CLASSIFICATION FROM PREVIOUS INSTITUTION

(This Form to be Completed, Signed by the Dean/Director and forwarded to the Office of the Provost)

Faculty Name: _____

College/Unit: _____

Date Hired in Classification at FGCU: _____

Number of Years Requested for Experience at Previous Institution(s): _____ years

Institution Name: _____ From: _____ to _____ Position: _____

Institution Name: _____ From: _____ to _____ Position: _____

Institution Name: _____ From: _____ to _____ Position: _____

Institution Name: _____ From: _____ to _____ Position: _____

Dean/Director Recommendation: Provide _____ years in Classification as _____

Brief Rationale for the recommendation for Years in Classification:

Dean's Signature

Date

Provost Approval:

- _____ Approved
- _____ Modify
- _____ Deny

Signature

Date

(Place this form and the application materials in the employee's Personnel)