



ARIZONA WESTERN COLLEGE

EDUCATIONAL GROWTH FULL-TIME FACULTY MEMBERS

PURPOSE: Continued education directly related to a full-time faculty member benefits Arizona Western College and the employee. To promote and foster such educational growth, the College will provide Educational Growth Credit (EGC) for full-time faculty.

SCOPE: EGC may be earned by any full-time faculty member with prior approval from the immediate supervisor and the College Officer or designee for Educational Growth activities that are directly related to the employee's area(s) of principal assignment.

PROCEDURE: A Request for EGC must be completed by the faculty member prior to enrollment and submitted to the immediate supervisor and College Officer or designee for final approval. Each Request will be evaluated prior to approval to verify that the selected Educational Growth activity clearly relates to the employee's area(s) of principal assignment and that completion of the requested Educational Growth activity will enhance the overall teaching process and assist the faculty member in other professional responsibilities. EGC will be granted only for college coursework resulting in academic credit at a grade of C or better. EGC will not be granted for In-Service Workshops. A copy of the signed Request for EGC will be held in the Human Resources Office.

Prior to October 15, the faculty member must provide the Human Resources Office with:

- Official documentation showing a grade of C or better, OR
- Certification showing satisfactory completion of the Educational Growth activity with supporting materials documenting seat time when the activity does not result in academic credit (Seat time of 15 Carnegie hours equals 1 credit hour), OR
- Official transcripts.

Salary adjustment to the base salary: Salary adjustment will be made to the full-time faculty's base salary on an academic year basis appropriate to the Faculty Salary Schedule.

Degree	Increase per credit	CAP
Bachelor	\$ 80.00	\$ 44,600.00
Master	\$ 90.00	\$ 50,950.00
Doctorate	\$ 100.00	\$ 58,300.00

Credit hours earned beyond the maximum will not be compensated.

Following the submission by October 15, the full-time faculty's contract will be amended and the salary recalculated for Payroll no later than December 15 of the same year.

A one-time incentive award of \$500 will be granted for earning a pre-approved degree higher than the current degree. This award will not be added to the full-time faculty's base salary.

