

**CHAPTER 3: Certificated Personnel  
BOARD POLICY NO. 3.05**

**BOARD POLICY  
San Mateo County Community College District**

**Subject:** 3.05 Designation of Faculty and Faculty Qualifications  
**Revision Date:** 11/10; 1/18  
**Policy References:** Education Code Sections 87400 et seq., 87419.1, 87600 et seq., 87482.8  
Title 5, Section 51025

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1. A member of the faculty is an instructor, counselor, librarian, nurse or other employee whose position requires that s/he meets the minimum qualifications or equivalencies for community colleges as adopted by the State Board of Governors and the District Board of Trustees.
2. Faculty members are classified as hourly, first-year contract, second-year contract, third-year/fourth-year contract or tenured and will be so notified of their classification.
3. Reemployment and classification of faculty shall be in accordance with the collective bargaining agreement with the American Federation of Teachers (AFT), Local 1493.
4. Academic titles shall be conferred upon faculty members based upon the schedule below:

3.05 Designation of Faculty (continued)

**CHART OF ACADEMIC TITLES  
REGULAR FACULTY**

Grade Step	1 B.A.	2 M.A.	3 M.A.w/45un	4 M.A.w/60un	5 PhD/EdD/JD
1					
2					
3	ASSISTANT PROFESSOR				
4					
5					
6					
7	ASSOCIATE PROFESSOR				
8					
9					
10					
11					
12					
13					
14					
15	PROFESSOR				
16					
17					
18					
19					
20					
21	PROFESSOR				
22					
23					

ADJUNCT FACULTY Grade Step	1 LECTURE	2 LABORATORY	3 SPECIAL
1			
2			
3	INSTRUCTOR		
4			
5			
6			
7	ASSISTANT PROFESSOR		
8			
9			
10			