

## D. Advancement and Tenure

### a. Tenure Process

The tenure process is outlined in the [HCEA Contract 2022-2025 in Section 400](#). Section 407 is specifically related to the probationary period and the systems in place to support the probationer through the tenure process.

### b. Advancement/Column Promotion

The [Office of the CAO](#) will notify faculty members of their eligibility for column advancement consideration. Details about the application process are outlined in [Section 206 of the HCEA Contract 2022-2025](#).

### c. Post-Tenure Process

The tenured faculty evaluation, also called the post-tenure review, is described in the [HCEA Contract 2022-2025 in Section 313](#). Three years after a faculty member is granted tenure, they will engage in a tenured faculty evaluation. Subsequent post-tenure reviews occur every five years after that. Post-tenure review is a faculty evaluation system that promotes high educational quality, protects academic freedom, and encourages the collegial openness and sharing that characterizes the relationships among the College's faculty.

### d. Teaching and Learning Enhancement Awards

The Highline Foundation provides funding for Teaching & Learning Enhancement (TLE) Awards. All full-time and part-time faculty are eligible to apply for these grants. TLE awards are intended to support projects that clearly meet one or more of the following award purposes:

- promote excellence in teaching and learning,
- enhance the educational environment of the college,
- contribute to the advancement of the applicant's discipline,
- lead to the development of innovative curriculum (HCEA Agreement Section 614.2).

General awards of \$3,000 or less are available under the criteria outlined in Section 614 of the HCEA Agreement. Faculty are encouraged to apply in pairs or groups. However, a single project is capped at \$3,000.

The LTC provides [guidelines to apply](#).

## e. Faculty Grievance Procedures

Faculty can bring grievances to Highline administration. The procedures for doing so are outlined in section [805 of the HCEA Contract 2022-2025](#).