

**BP 6160      PROFESSIONAL LEARNING****Reference:**

ACCJC Accreditation Standard 3.2

The Riverside Community College District encourages all employees to continue their professional learning through academic, scholarly, and professional endeavors beyond those skills, proficiencies, and attainments presented at the time of initial employment with the District.

The Chancellor shall establish procedures that provide for opportunities of professional learning for all employees at the District. Collective bargaining agreements may also provide professional opportunities to employees.

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**Date Approved:** May 15, 2007

**Revised:** June 16, 2015 (References Only)

(Replaces Policies 3080 and 4042)

**Revised:** March 19, 2024

**Formerly:** 7160

**AP 6160 PROFESSIONAL GROWTH – CLASSIFIED, CONFIDENTIAL  
AND MANAGEMENT**

**Reference:**

ACCJC Accreditation Standard III.A.14 (formerly III.A.5)

The District plans for and provides all personnel with appropriate opportunities for continued professional development, consistent with the District's mission. When professional development is provided, each program will be evaluated by the participants and the results of the evaluations will be used as a basis for future planning.

I. Professional Growth for Classified and Confidential Employees

Professional Growth for Classified and Confidential employees will be in accordance with Exhibit A of the Agreement between the Riverside Community College District and Riverside Community College Classified Employees, Chapter #535, An Affiliate of California School Employees Association. The agreement can be reviewed on the District's website ([www.rccd.edu](http://www.rccd.edu)) under Diversity and Human Resources Link, or by contacting the District's California School Employees Association Office at (951) 222-8646.

II. Professional Growth for Management

All management of the District, who obtain a doctoral degree from an accredited institution, are eligible to receive an additional two and one-half percent (2.5%) increase in their base pay. The manager is to provide evidence of the doctoral degree to the Diversity and Human Resources Department in the form of an official transcript from the conferring institution. Once verification is received, Diversity and Human Resources will notify the employee and the payroll department of the earned increase in base pay.

NOTE: Information on professional growth for faculty can be found in Administrative Procedure 6160[A], titled Professional Growth – Full Time Faculty – Salary Advancement

Office of Primary Responsibility: Vice Chancellor, Human Resources & Employee Relations

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Administrative Approval: October 18, 2007

Revised: January 27, 2015

(Replaces Regulations 4042)

Formerly: 7160