

SELECTION AND ADVANCEMENT OF ADJUNCT (PART-TIME) FACULTY

Adjunct faculty members are appointed to an approved adjunct pool and employed by the University on a semester by semester basis from this pool.

I.

- A. The Department Chair and DPC each will examine the qualifications of candidates for initial adjunct faculty appointment to the University's approved adjunct pool. After consultation between the DPC and Department Chair, they will exchange written recommendations. The DPC shall then forward its recommendation to the Dean. The

II. Qualifications for Adjunct Faculty Promotions

(taken from Faculty Statutes p. V-2)

- A. As a general qualification for promotion, an adjunct faculty member will normally be expected to serve a minimum number of semesters in each rank. Length of service will not, however, be considered an automatic reason for promotion:
 1. six to fourteen semesters (depending upon prior experience) in the rank of Adjunct Instructor before promotion to the rank of Adjunct Assistant Professor,
 2. twelve semesters in the rank of Adjunct Assistant Professor before promotion to the rank of Adjunct Associate Professor,
 3. twelve semesters in the rank of Adjunct Associate Professor before promotion to the rank of Adjunct Professor,
 4. in all of the above, semesters of service will normally exclude Summer and January Sessions.

- B. Recommendations for promotion must be based upon the above general qualifications, and upon the following personal qualifications:
 1. for normal promotion:
 - a. continued excellence in teaching and related work with students;
 - b. productive activity in a combination of the following areas: publication of original materials; scholarly contributions to one's professional field; off-campus performance in special fields; University administration and committee work; contributions to community relations; enrichment of campus life. It is recognized that some adjuncts will have made significant outside professional contributions that can enhance their qualifications for promotion;
 - c. in addition to the above for promotion to the ranks of Adjunct Assistant or Adjunct Associate Professor possession of at least the Master's Degree or, in appropriate exceptional circumstances, equivalent professional achievements;
 - d. in addition to the above for promotion to the rank of Adjunct Professor possession of the terminal degree in one's field or outstanding professional achievements.

 2. for accelerated promotion:
 - a. outstanding achievements of the kinds listed above.