

Subject: Adjunct Faculty
Policy Number: A40
Date: April 25, 2003
Reviewed: April 15, 2016

POLICY:

Temporary faculty will be employed to teach courses for the School when it is deemed appropriate by the Director. The title for such faculty will be Adjunct Instructor. Ideally, a candidate will hold the master's degree or higher to be considered for appointment.

PROCEDURE:

When a course is to be offered and regular faculty are not available, or unique skills and/or experience are needed in the teaching of the course, the Director, having conferred with Sequence Head(s) and, as appropriate, individual faculty members, will inform the faculty that such a temporary faculty appointment is to be made.

In accordance with the University policies and procedures regarding appointment of academic personnel, the Director will extend the invitation to the prospective adjunct faculty member.

The Director, in coordination with Sequence Heads, should arrange for the orientation, training, support and supervision of adjunct faculty members.