

FULL-TIME NON-TENURE TRACK FACULTY POSITIONS

University Statement 12.99.99.C2.02 – Approved April 4, 2007

1. GENERAL

There is often a need for additional full-time faculty members beyond the regular tenured/tenure-track full-time faculty. Each college determines the level of additional support that is needed and, within available resources, sends forward proposals to hire the appropriate people and ensures that all documentation of degrees and previous experience is filed in the provost's office.

2. POSITIONS

- 2.1 **INSTRUCTOR** – Instructors are full-time teaching appointments, generally with no additional scholarly or service expectations. A normal teaching load for instructor positions is 12 hours per semester. Instructors must hold at least a master's degree in the teaching or related discipline and have completed at least 18 graduate semester hours in the field in which they are teaching.
- 2.2 **VISITING** – Visiting faculty positions are annual, limited term appointments. Visiting appointments can be made at assistant professor, associate professor, or professor rank, depending on qualifications and experience. Visiting faculty appointments require the terminal degree or a minimum of a master's degree in the teaching field or related field. In either case, visiting faculty must have completed at least 18 graduate level semester hours in the field in which they are teaching. Visiting faculty may be reappointed for up to a total of three years. On rare occasions, a visiting faculty member may be reappointed for an additional defined period with prior written approval by the dean and provost.
- 2.3 **CLINICAL** – Clinical faculty positions are full-time appointments of highly skilled and experienced practitioners (usually in nursing, health sciences, or teacher education) who address a specific need in a department or college. Clinical faculty must hold the terminal degree or a minimum of a master's degree in the field in which they are teaching or related field. In either case, clinical faculty must have completed at least 18 graduate level semester hours in the field in which they are teaching. In addition to instruction, clinical faculty are expected to perform duties such as service on department or college committees, and student advising, while maintaining professional productivity to remain current in their field. Appointments can be made at the rank of clinical assistant professor, clinical associate professor (terminal degree required), or clinical professor (terminal degree required), depending on qualifications and assigned duties and responsibilities. The clinical rank will be specified at the time of hiring and individuals are hired annually. Criteria for each rank shall be defined

by the college and approved by the provost. Departments can recommend their annual reappointment of clinical faculty after appropriate evaluation.

3. EVALUATION

All non-tenured faculty members will be evaluated annually using appropriate college procedures and guidelines. Evaluations will be filed in the dean's office and will accompany any subsequent recommendations for re-hiring.

Contact for Interpretation: Provost and Vice President for Academic Affairs