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**ADJUNCT FACULTY APPOINTMENTS  
GUIDELINES FOR THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO**

**(Approved by the Provost, February 1987)**

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The purpose of adjunct faculty appointments is to recognize the contributions and expertise of persons who participate in the teaching and/or research of a given department but who are not employees of that department. The adjunct appointee may be from outside the University or from another department or administrative office within the University. Adjunct appointments foster collaboration and breadth in unifying teaching, research, and practice. These guidelines establish standards and procedures for making such appointments.

Adjunct appointments are a privilege as well as a responsibility. Appointees are expected to contribute to the department and to participate in activities to the extent possible.

Adjunct appointees are extended the same privileges as regular faculty members with respect to access to campus facilities (Library, recreational facilities, etc.). They are issued a faculty identification card, which provides that access.

A. Appointment

Appointment is made by the Provost upon the recommendation of the department chairperson (head) and with the approval of the academic dean. The rank is commensurate with credentials, generally consistent with the criteria for each rank among regular faculty or the equivalent in professional stature. Ranks are Adjunct Instructor, Adjunct Assistant Professor, Adjunct Associate Professor, and Adjunct Professor. Other titles are used on occasion if defined and approved in advance by the Provost.

The term of appointment may be one, two, or three years, based upon the recommendation and justification of the academic dean. At any time the appointee ceases to carry out the responsibilities for which the adjunct appointment was made, the appointment will be terminated. Adjunct appointments extended to University employees may be ongoing, so long as the relationship on which the appointment was based continues. All adjunct appointees serve at the pleasure of the Chancellor, on the recommendation of the academic dean and Provost.

B. Procedure

The department may invite an individual to be considered for an adjunct appointment or an individual may apply to the department for such consideration. The department chairperson consults with the faculty members senior in rank to that which is proposed for the candidate. Recommendations flow from the department chairperson to the academic dean to the Provost, who makes the appointment. A recommendation must be accompanied by a letter of interest from the candidate, a resume, at least one current letter of reference, the department chairperson's rationale for the appointment, and the recommendation of the dean.

C. Evaluation

The department chairperson shall submit to the dean (and Provost) an evaluation of each adjunct appointee at the time renewal of a term appointment is requested. This will be based upon the appointee's self-evaluation of activities, contributions, skills, special needs and interests, as well

as the evaluation of the appointee by a member of the regular faculty who has observed his or her work and association with the University's programs. For those adjunct appointees who are employees of the University, the evaluation will be submitted also to his or her immediate supervisor (or Provost).