

**3344-12-03 Policies pertaining to adjunct faculty.**

(A) Qualifications.

Except in rare cases where an exception can be justified on academic grounds, an adjunct appointee shall possess at least a master's degree or its equivalent in the field in which the faculty member is engaged to teach. Continuation of an appointee's services during successive (not necessarily consecutive) academic terms requires satisfactory teaching evaluations.

(B) Procedures for awarding teaching contracts to adjuncts.

Candidates for positions as adjuncts shall be recruited or assembled in accordance with guidelines developed by the affirmative action office. Department faculties (or colleges) shall assign to an appropriate peer review committee or its equivalent (paragraph (I) of rule 3344-11-02 of the Administrative Code) the responsibility to review the qualifications of persons to be engaged as part-time instructors. The department chair or dean shall have discretionary authority to engage a particular adjunct for two academic semesters. Reappointment beyond the second semester is contingent upon rigorous evaluation of teaching competency and review by the peer review committee (or its equivalent) of the individual's credentials and evaluations.

(C) Tenure exclusion.

Service as an adjunct does not accrue tenure rights. Adjunct faculty serve by the mutual agreement expressed in each successive contract executed and are engaged to teach at the convenience of the university.

(D) Limitation of service.

An adjunct shall not have teaching responsibilities exceeding two courses per semester, and no other responsibilities such as accrue to full-time faculty.

(E) Privileges and responsibilities.

Adjunct faculty members have the same right as regular status faculty members to attend appropriate faculty meetings, whether these are committee, departmental, college, faculty senate, or university faculty meetings, and within the requirements of good order, to debate issues. They may serve on faculty committees and vote in faculty meetings only when provided for in relevant bylaws.

(F) Non-renewal.

Appointment to adjunct faculty status is predicated upon the mutual benefit derived for the university and the person appointed, especially including the opportunity for a person with special expertise to provide valued services to the profession and the community by sharing knowledge and collaborating in the search for knowledge. The appointment may not be renewed for the subsequent semester by the adjunct faculty member or the university when, in the judgment of either party, the appointment is no longer mutually beneficial.

**Policy Name:** Policies pertaining to adjunct faculty.

**Policy Number:** 3344-12-03

**Board Approved:** 3/25/2014

**Effective:** 4/20/2014

**Replaces:** New

**Prior effective dates:** N/A