
Policy and Procedures for Appointment of Adjunct Professors

Graduate Studies

Policy

1.0 Purpose

- 1.1 In recent years, the University of New Brunswick has emphasized the development of closer relationships with government, business, industry, and social/cultural institutions. Corporations, government laboratories, research agencies, and Public Service departments are typical in having on their staffs many highly qualified scientists, professionals, and scholars who can assist in the work of the University of New Brunswick. In order to recognize in a formal way those individuals who can be particularly active in University programmes (but who normally hold full-time positions elsewhere), the University has created the positions of Adjunct Professor and Honorary Research Associate (described elsewhere).

2.0 Applicability

- 2.1 University-wide

3.0 Definitions

- 3.1 None applicable

4.0 Implementation

- 4.1 **ELIGIBILITY :** Where a Department or GAU identifies a need for expertise in certain areas it may nominate a candidate to become an Adjunct Professor. Persons eligible for appointment to the position of Adjunct Professor are those who are singularly qualified because of their research and experience to make a consistent contribution at an advanced level to the research and teaching of the University. Such persons will normally have background credentials appropriate to an academic appointment at a minimum of the Associate Professor level. In particular circumstances, persons holding appointments at other universities may be made Adjunct Professors.
- 4.2 **TERMS OF APPOINTMENT:** The appointment will be for up to four years (renewable under the provisions of 4.3,(Appointment Procedures). Reappointments will require evidence of contributions made during the previous term.
- 4.3 **APPOINTMENT PROCEDURES:** Appointments and reappointments will be recommended by the Department or GAU to the Dean of the Faculty. Following approval by the Dean of the Faculty, the recommendation will then go in sequence to the Vice-President (Research), the Dean of Graduate Studies, the Executive Committee of the School of Graduate Studies, the

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Vice-President Academic (or Vice-President Saint John), and the Board of Governors for approval. If graduate teaching, supervision, or research is not involved, the Dean of the School of Graduate Studies and the Executive Committee will not be consulted.

- 4.4 DUTIES AND RESPONSIBILITIES: The duties and responsibilities will be determined by the Faculty Dean in consultation with the GAU's Department Chair and /or Director of Graduate Studies (where appropriate). In general, Adjunct Professors may be asked to undertake duties similar to those of regular faculty members at the graduate and advanced undergraduate level, including teaching courses; being on comprehensive, report, and thesis examining committees; overseeing student research; and co-supervising theses. Adjunct Professors are eligible to apply for internal and external research grants (including NSERC and SSHRC grants) in support of research performed and /or supervised at the University.
- 4.5 PRIVILEGES: Appointees will be accorded access on the same basis as members of faculty to library, computing, athletic, recreational, and other facilities in the university. Office and research space may be provided where appropriate and available. Adjunct Professors may participate in Departmental/GAU and Faculty meetings at the invitation of the Department/GAU and Faculty Councils.
- 4.6 REMUNERATION: Normally there will be no remuneration associated with such appointments. Privileges associated with the appointment constitute recognition of "payment in kind" for services rendered. However, where appropriate, and within the terms of the Collective Agreement, stipends may be offered for teaching services.

5.0 Interpretation and Questions

- 5.1 Gwen Davies, Executive Committee of the School of Graduate Studies