

1.0 POLICY STATEMENT

- 1.1 Adjunct Faculty contribute to the intellectual life and prestige of Grant MacEwan University and provide profile to academic programs and fields of study consistent with MacEwan University's strategic plans and mission.

2.0 PURPOSE

- 2.1 Adjunct Faculty contribute to MacEwan University by participating in collaborative Scholarship by enhancing the University's profile in the larger community, and/or by contributing to the learning environment.
- 2.2 Adjunct Faculty are bound by all applicable MacEwan University policies during the period of their association with the University.

3.0 APPLICABILITY

- 3.1 Adjunct Faculty are individuals of distinction established in their field who are appointed for a three year period.
- 3.2 Adjunct Faculty are not employees of the University and therefore are not entitled to University compensation or benefits. The Adjunct Faculty title is recognized as an honour bestowed by the University and carries no remuneration.
- 3.3 Adjunct Faculty cannot be the Principal Investigator on a research grant funded through MacEwan University.

4.0 DEFINITIONS

Adjunct Faculty

Individuals of distinction established in their field who are appointed for at least a three-year period.

Principal Investigator

The leader of a team who is responsible for the conduct of the research and/or creative activities.

Scholarship

Scholarship, as defined in MacEwan's mandate statement, means both research and creative activity.

5.0 POLICY ELEMENTS

5.1 Roles and Responsibilities

- 5.1.1 The Provost & Vice-President, Academic is the policy holder and, on behalf of the President, approves Adjunct Faculty nominations recommended by deans.
- 5.1.2 Deans are responsible for reviewing Adjunct Faculty nominations recommended by programs, departments, and/or Faculties/Schools, and for establishing the conditions for the appointment.
- 5.1.3 Programs, departments, and/or Faculties/Schools are responsible for nominating individuals for Adjunct Faculty status.

- 5.2 Adjunct Faculty will be expected to meet the following appointment criteria: (a) significant and ongoing contributions to a field of study relevant to programs of study within a Faculty/School (b) willingness and ability to contribute to the intellectual life of a program/department and Faculty/School, and (c) evidence of an appropriate level of scholarship such as recent contributions to relevant academic or professional literatures, or relevant professional practice.
- 5.3 The Office of the Provost & Vice-President, Academic, in consultation with the dean, will draft a letter of appointment specifying the duration of the appointment and the responsibilities of the individual, including expectations. The latter may include the following: (a) maintaining an acceptable level of scholarship, (b) student supervision or adjudication, (c) project advising, (d) presentations and/or guest lecturing.
- 5.4 Adjunct Faculty may receive MacEwan University services such as library privileges and network access, and other associated privileges, and may use MacEwan University's mail address and letter head during the period of their association with the University. MacEwan University services are granted as a courtesy and upon recommendation of the program/department chair and dean.
- 5.5 Provision of office and/or laboratory space for Adjunct Faculty is the responsibility of the Faculty or School managing the appointment, subject to the availability of space.
- 5.6 After appropriate review, an Adjunct Faculty appointment may be renewed subject to the approval.
- 5.7 If an Adjunct Faculty member wishes to terminate their appointment, they may do so by providing a letter of notice to the hosting program/department, dean, and Provost & Vice-President, Academic.
- 5.8 The University reserves the right to terminate an Adjunct Faculty appointment if the Provost & Vice-President, Academic, in consultation with the dean, determines there are compelling reasons to do so. In the event of a termination, the Adjunct Faculty member will be notified in writing by the Provost & Vice-President, Academic.
- 5.9 The sponsoring Faculty or School shall arrange for Adjunct Faculty to receive any required University orientation and training.

6.0 RELATED POLICIES, FORMS, AND OTHER DOCUMENTS

- Visiting Scholars
- Titled Chairs

7.0 ACCOUNTABILITY

Policy Sponsor

Provost & Vice-President, Academic

Responsible Office

Office of Research Services

8.0 HISTORY

Relevant Dates

Approved: **22.06.16**

Effective: **22.06.16**

Next Review: **27.06**

Modification History

13.04.23: New policy recommended by Academic Policies Committee, and approved by Academic Governance Council motions AGC-10-04-23-2013, AGC-11-04-23-2013, and AGC-12-04-23-2013.

14.10.28: Terminology updated to reflect housekeeping and textual changes, and approved by Academic Governance Council motion AGC-04-10-28-2014.

14.12.22: Updated to reflect current policy names and numbers, referenced to retired policies, and Related Policy listings.

22.06.16: Comprehensively reviewed and updated to reflect current terminology. Minor revisions approved by Policy Sponsor.