

to see that special titles are not confusing, to see that the appointment classification is made clear in appointment letters, and to maintain the campus list of approved special titles.]

(University Faculty Council, February 13, 2001; Board of Trustees, May 14, 2001)

RETIRED FACULTY

Other provisions notwithstanding, retired academic appointees may perform academic functions consistent with the individual's academic appointment classification prior to retirement.

CAMPUS REGULATIONS

Campuses may adopt regulations of academic appointments that are consistent with University regulations in the *Academic Handbook*.

Classification of Academic Appointments

TENURE-TRACK APPOINTMENTS

Through their work and through their participation in faculty governance and administration, tenure track faculty and librarians have primary responsibility for the accomplishment and the integrity of the University's academic mission.

Faculty Appointments. Tenure-track faculty have responsibility for teaching, research and service. *Titles:* Professor, Associate Professor, and Assistant Professor

Librarian Appointments. Tenure-track librarians have responsibility for librarianship (acquiring, organizing, making available, and instructing in the use of source materials for academic work), research, and service. *Titles:*

Librarian, Associate Librarian, and Assistant Librarian

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NON-TENURE-TRACK FACULTY APPOINTMENTS

Clinical Appointments. The prefix "Clinical" is used for appointees whose primary duties are teaching students and residents/fellows and providing professional service in the clinical setting. *Titles:* Clinical Professor, Associate Clinical Professor, Assistant Clinical Professor; or Clinical Senior Lecturer and Clinical Lecturer

Lecturer Appointments. Lecturers may be assigned responsibility for teaching, and for research and service that supports teaching, in courses for which such assignments have been approved by the faculty of the academic unit. The Lecturer category is the appropriate classification for non-tenure-track teaching faculty in instances where the unit has a continuing need for the resource (except for clinical appointees and except in instances where adjunct appointments are appropriate, as specified below). *Titles:* Senior Lecturer and Lecturer

Acting, Visiting, and Adjunct Appointments. The terms, "acting," "visiting," and "adjunct" may modify titles in any appointment classification, but constitute distinct appointment classifications. These classifications are non-probationary appointments. Visiting and Adjunct appointees do not have voting rights in faculty governance; Acting appointees' voting rights in faculty governance within the academic unit is subject to unit regulation.

[EXPLANATION AND

COMMENT: Visiting and Adjunct appointees do not have the kind of relationship to the University and its programs that justifies voting participation in faculty governance. Since it is contemplated that Acting appointees will take up regular appointments on the expected fulfillment of conditions, their participation in governance is subject to unit regulation.]

Acting Appointments. The qualification “Acting” indicates a temporary appointment with the understanding that when a specified condition (e.g., completion of a terminal degree) is met the appointee will receive a regular appointment in the appointment classification indicated. Acting appointments may not continue for longer than two years, except in special circumstances approved by the campus’ Academic Officer.

[EXPLANATION AND

COMMENT: What are here termed “acting” appointments have traditionally been used, with various terminology, for individuals who will take up tenure-track appointments on receiving a terminal degree, but acting appointments may be appropriate for clinical and lecturer appointments as well, for example, where a clinical appointment is conditioned on obtaining a license or a board certification. “Special circumstances” may relate to an individual case or to the circumstances of a field and unit, but exceptions should be granted consistently with the limitation of this classification as a temporary appointment.]

Visiting Appointments. The qualification “Visiting” indicates a

temporary appointment that may continue for no more than two years, except in special circumstances approved by the campus’ Academic Officer. Visiting appointees shall have the qualifications appropriate to the appointment classification indicated.

Visiting appointments are appropriate where there is a temporary need, for example, to fill the place of an appointee on leave, where there is an increased need for academic personnel in circumstances where there is uncertainty the need will continue, or where a position has become available or open with insufficient lead time to conduct an appropriate search.

The University is not obligated to count service as a visiting appointee as credit toward tenure or long-term contract status if the appointment is later changed to a regular appointment, but exceptions may be made in accordance with the procedures used by the University in making regular academic appointments.

Adjunct Appointments. The qualification “adjunct” is appropriate for teaching appointments of individuals, whether compensated or volunteer, whose career paths lie primarily in another position or employment. That is, the appointment is “adjunct” (“auxiliary”) to the career of the appointee as well as to the faculty of the unit. Adjunct appointments, therefore, are necessarily part-time. Adjunct appointments are appropriate for individuals who have expertise useful for the accomplishment of the unit’s mission where that expertise is not available in the unit’s regular

faculty. An adjunct appointee does not participate in faculty governance in the unit in which an adjunct appointment is held. Those with adjunct appointments fall within three groups: individuals whose principal employments are outside the university; those whose principal employments are within the University in positions for which teaching is not an appropriate responsibility; and faculty whose work in a second academic unit justifies a courtesy appointment in that unit.

[EXPLANATION AND COMMENT: Faculty who have full rights in more than one unit should have joint appointments. Discipline will be required to avoid appointment as adjuncts those who should be appointed as part-time lecturers.]

Research Appointments. Research appointees are those researchers who typically hold the terminal degree and postdoctorate experience (or its equivalent) and who are employed by Indiana University for research and service responsibilities. *Titles:* Senior Scientist (or Senior Scholar), Associate Scientist (or Associate Scholar) and Assistant Scientist (or Assistant Scholar)

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SPECIALIST AND HONORARY APPOINTMENTS

Academic Specialist Appointments. Appointees with academic responsibilities who do not themselves offer courses for credit or act as principal investigators in research. The published academic regulations for each campus shall maintain a list of titles that fall within this classification.

[EXPLANATION AND COMMENT: Many of the staff in this classification currently hold job classifications within Human Resources, but should be under Academic Officers' administration. The Academic Officers Committee will develop proposed regulations to accomplish this change. In addition, Academic Specialist Appointments will include Research Associates and Post Doctoral Fellows.]

Honorary Appointments. Honorary appointments are given to those not employed within the University who render service to the University's mission in a manner that justifies the recognition of an honorary title. Campus' published academic regulations shall maintain a list of honorary titles, indicated as such.

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Emeritus

The Emeritus title may be conferred upon a retired faculty member or librarian if recommended by the unit and appropriate administrators and approved by the Board of Trustees. The term "Emeritus" follows the designation of academic appointment. The Emeritus faculty member has some of the rights and privileges of regular faculty members. See campus-specific documents for specific procedure.

Appointment to Graduate School Faculty

The University Graduate School grants graduate research degrees (Ph.D., M.A., M.S., M.A.T.) and the Master of Fine Arts degree, whereas various schools