

The University of North Texas at Dallas Policy Manual	Chapter 6.000
6.002 Faculty Appointments – Full Time	Faculty Affairs

Policy Statement. The primary purpose of the University is the education of its students. Faculty members must be recruited, retained, promoted and tenured to address the academic goals and mission of the institution. A variety of faculty positions are needed to address the instructional and programmatic requirements of a vibrant and growing institution. The faculty as a whole must meet the University’s needs in the areas of teaching and student success, research, scholarly and creative activity, and service and public engagement.

Application of Policy. This policy applies to all full-time faculty members. See Part-Time Faculty policy for rules related to part-time faculty.

Types-Faculty Appointments.

The types of faculty appointments are as follows:

1. Tenured Appointment is an appointment of a University faculty member that may not be terminated except for adequate cause, for reasons of financial exigency, or discontinuance of an academic program.
2. Probationary Appointment is an appointment as assistant professor, associate professor, or professor during the period of service that precedes determination of tenure status.
3. Term Appointments are all full-time appointments for a fixed term where the individual is part of the instructional staff with the rights and responsibilities of faculty members during the appointment. These appointments may include lecturers, senior lecturers, visiting faculty, scholar in residence, clinical assistant professors and others as may address the needs of the institution. Individuals appointed for fixed terms are not eligible for tenure and do not accrue credit toward tenure.
3. Joint Appointment is a faculty appointment which may be shared between or among academic units or between campuses within the UNT System.

Types of Faculty Positions.

The types of faculty positions are as follows:

1. Visiting Faculty are appointments for a fixed term to carry out instructional or research responsibilities within an academic unit. Professional credentials are required for

appointment as a visiting faculty member. Visiting faculty members may be associated with another university or agency and may be engaged as a research associate or post-doctoral faculty member. Individuals appointed in this position are not eligible for tenure.

2. Scholar in Residence is an appointment to a fixed-term on the basis of noteworthy experience and credentials. Individuals appointed to this position are not eligible for tenure.
3. Researcher is an appointment for a fixed term to specifically work on one or more sponsored projects. A researcher may be affiliated with one or more academic units under specific terms and conditions set out in an agreement between the individual and the university. Individuals appointed in this position are not eligible for tenure.
4. Lecturer is an appointment for a fixed term primarily to meet the instructional needs of the University. Based on annual evaluations and the needs of the institution, the appointment may be renewed upon recommendation by the appropriate Dean or department chair and with concurrence by the Provost. Individuals appointed to this position are not eligible for tenure.
5. Senior Lecturer is an appointment for a fixed term primarily to meet the instructional needs of the University. Individuals appointed to this position must have served as a Lecturer at the University for at least five years and exhibited exemplary performance, be terminally qualified in the discipline, and recommended by the appropriate Dean and approved by the Provost. Based on annual evaluations and the needs of the institution, the appointment may be renewed by the appropriate Dean or department chair and with concurrence by the Provost. Individuals appointed in this position are not eligible for tenure.
6. Professor of Practice is an appointment for a fixed term reserved for individuals who have a particular expertise in a given area based on experience and education rather than academic credentials. This appointment may be renewed at the sole discretion of the University based on an annual evaluation. Individuals appointed in this position are not eligible for tenure.
7. Assistant Professor is a tenure-track faculty member holding a terminal degree in a relevant discipline appointed to carry out the duties of teaching and student success, research, scholarly and creative activity, and service and public engagement.
8. Associate Professor is a tenured or tenure-track faculty member who, in addition to performing the duties expected of an assistant professor, is expected to show substantial professional achievements, evidenced by an appropriate combination of teaching and student success, research, scholarly and creative activity, and service and

public.

9. Professor is tenured or tenure-track faculty member who, in addition to performing the duties expected of an associate professor, is recognized for outstanding professional accomplishments.
10. Clinical Assistant Professor is a non-tenure track faculty position that engages in teaching, providing a practice or service activity in such a way that it serves as a framework for teaching, and/or supervising students in academic, clinical or field settings. Clinical Assistant Professor appointees will contribute creatively to administrative, academic or research activities in the respective school, participate in institutional governance, and contribute to University and public service.

Procedures and Responsibilities.

Normally, faculty appointments are made by the Provost with affirmative recommendations at the department and school level. Under extraordinary circumstances, appointments may be made by the Provost with concurrence of the President in light of institutional needs and priorities. Faculty appointments shall be offered only in accordance with the policies and regulations of the University and with appropriate administrative approval.

Recruiting.

Faculty members are recruited to support the mission of the University by following approved recruiting practices. The Provost, Dean, and Department Chair are responsible for developing qualifications for vacant positions and conducting the search for the best qualified candidate to advance the institutional mission and goals. Assistance will be provided by the Department of Human Resources in all faculty searches.

Hiring Requirements.

Faculty members are subject to a criminal history background check. Successful passing of the background check is a requirement for employment at the University. In addition, faculty members must be able to document that they are eligible to work in the United States.

Joint Appointments.

If a faculty appointment is divided among several departments or divisions at the University or within the UNT System, each unit must normally make an affirmative recommendation regarding the appointment; however, one department must be designated as the primary or home department. The percentage of a joint appointment may be changed only by mutual agreement among the Department Chairs, Deans and Provosts as applicable. The appointment must be at the same rank in each division. Individuals holding joint appointments normally will have a portion of their salary paid on a pro-rata basis by each of the units. Individuals holding joint appointments

will be fully participating faculty members in each of the academic units, with teaching, scholarship and service expectations negotiated among the faculty member and the respective units. The details of the joint appointment, such as voting rights in the academic units, evaluation procedures, assignments of duties, promotion and tenure, etc., should be spelled out in a written document before the effective date of the appointment.

Term Appointments.

Term appointments shall terminate at the expiration of the stated period of appointment without notification. All continuing term faculty members will be evaluated annually and may be renewed based upon the needs of the institution and annual evaluations with the recommendation of the Department Chair or Dean and with the concurrence of the Provost. Term faculty members may receive merit increases in pay in accordance with University policy.

References and Cross- References.

TEX. EDUC. CODE §51.943
UNT System Board of Regents Rule 06.300.

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