

**FACULTY APPOINTMENTS FOR VOLUNTEER SERVICE**

The University can benefit from associating with volunteers who can provide specialized instruction in their fields or can fill certain clinical roles not otherwise met by current faculty. For their services, volunteers may receive unsalaried faculty appointments. The appointments may be either full-time or part-time and will be either clinical faculty or adjunct faculty.

Appointments

Volunteer Clinical Faculty will provide clinical services for healthcare and related programs offered by the University. Those appointed will receive the title of Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor, or Clinical Instructor. If students will be utilizing the volunteer's private facilities or clinics, a business associate agreement between the University and the applicable entities, or other appropriate documentation, may be required. Before utilizing students in the private facilities or clinics of volunteer faculty, the HIPAA Office must be consulted.

Adjunct Faculty will perform non-clinical instructive duties and will receive the title of Adjunct Professor, Adjunct Associate Professor, Adjunct Assistant Professor, or Adjunct instructor.

Recommendations for volunteer faculty appointments should be made by department chairs or leadership committees and must be approved by each campus' Chancellor or Chief Executive Officer, or at the Chancellor's or Chief Executive Officer's direction, by the Chief Academic Officer or appropriate dean. A written notice of appointment shall state the anticipated term of the appointment. In all instances, the appointment can terminate at any time, with either party being free to withdraw without cause. Notice of withdrawal should be in writing, but need not state a reason for withdrawing from the faculty appointment. Board Policies 405.1 and 405.4, setting out the procedures for non-renewal and dismissal of faculty employees, do not apply to volunteer faculty.

Ineligibility for Tenure; Insurance

Volunteer faculty shall not be granted tenure. Should a volunteer faculty member be appointed to a salaried position, the time spent as a volunteer will not count towards tenure. Volunteer faculty will not have access to University-provided health insurance plans.

Additional Matters

Subject to applicable Federal and State law and University policies, volunteer faculty may be eligible for the following:

1. Privileges in clinical settings.

2. Option to purchase University event tickets as a faculty member of the campus sponsoring the event, subject to additional campus policies.
3. Worker's Compensation benefits.
4. Parking privileges, subject to additional campus policies.
5. Service on University and campus committees.
6. Administrative support for courses taught, including access to campus email systems and participating in University-sponsored continuing education opportunities.
7. Reimbursement for certain out-of-pocket expenses directly related to courses taught.

April 29, 2016