



Adjunct Faculty – Policy 120

Qualified persons whose professional work leads them into a close working association or a community of professional interest with the research or other academic pursuits of the University may be appointed as Adjunct Faculty. Such appointments are made to allow designated individuals to participate more fully in the teaching and/or research mandates of the University. Appointees are normally employed outside the University and have a professional status in their field.

Related Policy

Academic and Professional Credentials
Employee Appointments
Scholarly Activity

Definitions

Adjunct Faculty means an individual who:

- is a distinguished, qualified person whose professional work leads them into a close working association or a community of professional interest with the research or other academic pursuits of an academic unit at the University;
- is appointed for a specified term and any renewal term;
- is not a regular employee (i.e., staff) of the University and is not eligible for promotion or the fringe benefits afforded regular employees;
- may participate in the committee work of the Department to which they are attached or of the University as a whole, if asked to do so by the President, Chief Academic Officer or other administrative staff member where appropriate;
- is not normally remunerated except when assigned formal teaching role or other responsibilities, where a separate contract of service will be issued.

University means Pacific Coast University for Workplace Health Science, a corporation established under the Act.

Regulations

The President of PCU-WHS shall be responsible for the appointment of an individual as Adjunct Faculty following the nomination procedures below. Search requirements as applied to regular faculty appointments do not apply to these appointments. All such appointments, when finalized, shall be reported to the Board of Governors and Academic Council.

Nomination of potential members as Adjunct Faculty may be made by the President or any member of the Board, Academic Council or Faculty.

Nomination material should include (a) a full curriculum vitae of the candidate and (b) information on how the appointment would advance the University's mission.

The President will review the nomination and forward it, together with a recommendation to the Academic Council for a final decision.



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If approval is granted, the President will convey the decision to the nominee together with a written statement of the responsibilities, duties and term of the appointment.

The appointee or the University may terminate the appointment by one month's written notice to the other party.

The Chief Academic Officer is responsible for establishing quality assurance mechanisms for members of the Adjunct Faculty who are engaged in a teaching role or who have been assigned other duties.

Approvals and Responsibility

Approved by: Board of Governors, March 27, 2012; August 30, 2019

Revised: August 30, 2019; October 15, 2023

Responsibility: President
