

**WEST VIRGINIA UNIVERSITY
BOARD OF GOVERNORS
Policy 12**

**ADJUNCT FACULTY
West Virginia University and Regional Campuses**

SECTION 1. GENERAL.

- 1.1. The Board of Governors of West Virginia University recognizes the importance of an appropriate cadre of traditional faculty that provides continuity in high-quality instruction, research, scholarship, creative activity, and service.
- 1.2. The Board also recognizes that significant contributions to the institution's mission can be made by highly qualified faculty members who may fill part-time roles for a variety of reasons.
- 1.3. This policy defines the role of part-time and other adjunct faculty members at all campuses of West Virginia University, and, when appropriate, the conditions of their employment.
- 1.4 Effective Date: September 5, 2003

SECTION 2. DEFINITIONS.

- 2.1. The term "adjunct faculty" may be applied either to faculty who are remunerated part-time employees or who are unpaid volunteers with a courtesy title.
 - 2.1.1. Part-time faculty appointments may be for one semester or one academic year. Such appointments may not exceed 0.80 FTE. Appointments at or above 0.53 FTE are benefits-eligible.
 - 2.1.2. Courtesy appointments may be for an extended period of time.

SECTION 3. CONDITIONS GOVERNING PART-TIME FACULTY

- 3.1. Part-time and other adjunct faculty are subject to appropriate sections of West Virginia University Board of Governors Policy 2, including but not limited to Section 2, "Academic Freedom and Professional Responsibility."
 - 3.1.1. Part-time and other adjunct faculty members shall have appropriate academic qualifications and experience.
 - 3.1.2. Part-time and other adjunct faculty members shall receive appropriate information concerning institutional policies, procedures, expectations, and support.

- 3.1.3. Part-time and other adjunct faculty members shall receive appropriate information about their duties and responsibilities and specific information about course content, syllabi, methodologies, and expected learning outcomes for students.
- 3.1.4. Part-time and other adjunct faculty members shall be evaluated regularly. Such evaluation will be a basis for possible continuing employment.
- 3.1.5. Part-time and other adjunct faculty members should receive mentoring and other appropriate assistance from full-time faculty members and academic administrators, as well as opportunities to participate in professional development activities.
- 3.1.6. At the discretion of individual departments, divisions, colleges, or schools, part-time and other adjunct faculty members may participate in faculty governance and may serve on committees.
- 3.1.7. Part-time and other adjunct faculty should be included in the planning of academic activities whenever possible, in order to ensure their understanding of the academic mission and goals of the unit and the context of their role therein.

SECTION 4. BALANCE BETWEEN FULL-TIME AND PART-TIME FACULTY.

- 4.1. The campuses of West Virginia University will each maintain an appropriate balance between full-time and part-time faculty that is consistent with the campus mission.
 - 4.1.1. Each campus will maintain a cadre of full-time faculty to enable it to function appropriately. Such full-time faculty may include faculty who are tenured, tenure-track, clinical-track, librarian-track, and non-tenure-track.
 - 4.1.2. Each campus may engage part-time and other adjunct faculty in order to utilize academic expertise that is locally available; to address programmatic necessity; to address budgetary constraints; and to respond to special circumstances. In Morgantown, the number of part-time faculty will not exceed the national average for public research or public doctoral institutions, as determined by US Department of Education data. Appropriate comparative data will be applied to the regional campuses.

SECTION 5. REPORTING OF DATA.

- 5.1 The university will report to the Higher Education Policy Commission by November 1, 2003, the number of part-time and other adjunct faculty on each campus. Subsequent reports to the Commission will occur periodically, as requested.