

Appointment of Research Faculty Policy and Procedures

Definition

Research Faculty (Research Assistant Professor, Research Associate Professor, Research Professor) are those who have research as their principal assignment. Research faculty are typically supported by a variety of mechanisms (internal and external sources); however, the majority of salary support is derived from grant and contract funds obtained by the research faculty member. Research Faculty are not eligible for tenure.

Appointment Procedure

Affirmative Action policies are followed in appointing Research Faculty. Unless the person to be appointed is either a prominent scientist who will be the project director of the external grant or contract, or already an employee of the University, advertising and competitive selection is required.

Appointments may be full-time or part-time and are normally made to an existing department. They require the approval of the faculty in that department in accordance with their by-laws and the concurrence of the appropriate dean(s) and the Vice President for Research and Public Service. Such individuals are granted academic rank within the department or program by the President, upon recommendation of the Provost and Vice President for Academic Affairs.

When recommending an appointment, the following materials are to be forwarded to the Provost and Vice President for Academic Affairs:

- a) A letter signed by the department chairperson (or other unit director in the event that the appointment is not proposed within an academic department) indicating that a majority of the faculty in the department agree that the candidate meets the criteria outlined below and favor the appointment at the rank specified;
- b) Specific recommendations by the appropriate college dean(s), and the Vice President for Research and Public Service; and

Appointments are renewed annually for Research Assistant Professors and may be renewed up to 5 years for senior faculty. They may be renewed only if continued external funding is assured.

Criteria

The three ranks of Research Assistant Professor, Research Associate Professor, and Research Professor parallel their tenure-track counterparts. However, research is the primary focus of the candidate.

A Research Assistant Professor shall have completed formal advanced study appropriate to his/her field and shall have demonstrated success in carrying out externally funded research, be capable of advising graduate students, and provide some service to the university and profession.

A Research Associate Professor shall have completed formal advanced study, had several years of successful research experience, and have shown clear evidence of his/her ability to conceive and perform independent research and to obtain external funding for his/her research, supported and advised graduate students, and provide some service to the university and profession.

A Research Professor shall have a background of successful research, marked by maturity and experience that has earned him/her a national/international reputation in the field. The candidate will have supported and advised graduate students, and provided some service to the university and profession.

Responsibilities and Privileges

Research Faculty may fulfill some teaching and/or service responsibilities. However, research must remain the principal duty of the faculty member. Research Faculty may serve as directors of graduate student research and may serve on thesis committees.

Research Faculty are not eligible for service in the Faculty Senate, nor are they eligible for sabbatical leave or tenure. Voting rights of Research Faculty within a department or program are determined by the by-laws of the department, institute, or center. Research Faculty otherwise

have ordinary faculty privileges (library, parking, etc.) They are eligible for benefits in keeping with established Board of Trustees policy.

Annual written reviews are prepared by the department chairperson, program director, institute or center director who also makes the initial recommendation for salary adjustment. Promotion recommendations for Research Faculty follow University Promotion and Tenure policy, except that evaluation of the candidate is limited to accomplishments in research and scholarly activity. An appropriate format for promotion recommendations is provided by the Provost and Vice President for Academic Affairs, in consultation with the Vice President for Research and Public Service.

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