

GLENVILLE STATE UNIVERSITY POLICIES  
PERSONNEL POLICY 25  
ADJUNCT FACULTY

25.1. General

1.1. Scope This policy defines the role of adjunct faculty members at Glenville State University. The definition is defined in 736002 TD C

1.3. Effective Date June 10, 2020

1.4. Revisior unpaid volunteers assigned a co

2.2. "Full time" for the purposes of this policy means faculty (least nine months) contract basis and at 1.00 full time equivalent

(FTE).

2.3. "Part time" for the purposes of this policy means faculty employed between 0.53 FTE and 0.80 FTE.

2.4. The definitions set forth in Glenville State University Board of Governors Policies 16, 17 and 18 apply to this policy unless otherwise indicated.

25.3. Conditions Governing Part Time Faculty

3.1. The use of reasonable numbers of adjunct faculty is required for the effective and efficient delivery of instructional services. Adjunct faculty allow the institution to expand the breadth of course offerings at a manageable cost. Often adjuncts bring special credentials or experience to the instructional faculty which could not be obtained through a full time hire. The President and the Provost are responsible for maintaining a reasonable and appropriate balance in the utilization of full time and adjunct faculty.

3.2. All adjunct faculty appointments shall be for specific periods of time. Adjunct faculty have no employment rights beyond the appointment terms. Adjunct faculty members are not eligible for,

nor do they

service, and all other work to document the expected weekly hours of work for the assignment. Adjuncts may not accept any other University work assignments without prior approval from the Provost. Adjunct faculty written agreements will specifically include the following:

3.6.1. Assigned course load;

3.6.2. Any other services to be provided by faculty;

3.6.3. Employment term;

3.6.4. FTE;

3.6.5. Any standard language included in full time faculty contracts that is also applicable to adjunct faculty; and

3.6.6. Compensation

3.7. Final implementation of adjunct employment agreement is subject to the enrollment of a sufficient number of students based on standards currently employed by the University. Two or more class sessions may meet before the University makes a final determination on the final implementation of all or a portion of an adjunct employment agreement.

3.8. Professional development opportunities for adjunct faculty shall be supported to the extent feasible, and may include invitations to departmental, school, University and external faculty development events.

3.9. Adjunct faculty members shall have appropriate

4.2. The number of adjunct faculty should not exceed the national average for institutions like Glenville State University, as determined by US Department of Education data.

#### 25.5. Reporting of Data

5.1. The University will report the number of part time and other adjunct faculty to the Higher Education Policy Commission periodically, as requested.

#### 25.6. Delegation

6.1. The Board of Governors delegates to the President and/or Provost the authority to adopt additional internal policies and procedures to effectuate the implementation of this Board of Governors Policy or in furtherance of any other authority that the Board of Governors has specifically delegated to the President pursuant to this Policy. Any action taken pursuant to this delegation must be