

## POLICY

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Policy Title:	Visiting, Adjunct, Honorary, and Emeritus Appointments	
Policy No:	1512	Approval date: February 16, 2014
Approval Body:	President's Office	
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### Policy Statement

The Board of Governance has vested the President & Vice-Chancellor of University Canada West and his/her designee with the power and authority to establish standards of professional conduct, rules, regulations, terms, and conditions of employment, which are not in conflict with provincial or federal statutes. This policy outlines the purpose of Adjunct, Honorary or Visiting Appointments.

Appointments to an Adjunct, Honorary, Visiting, or Emeritus role will depend upon the strategic value to the University and the individual's likely or actual contribution to teaching, research, community and international efforts, and other activities of the University.

### Purpose

The purpose of Adjunct, Honorary, Visiting or Emeritus Appointments is to enable the University to maximize its use of the academic and professional talent in the broader community to enrich the student experience, to assist the University in the pursuit of its Mission, and to establish a mutually beneficial formal relationship between the individual and the University. Such appointments acknowledge the contributions or potential contributions to teaching, research, community, international efforts, academic programs and professional leadership that persons who are not usually employed by the University or its teaching bodies, make to its everyday operations or longer-term goals. The University honors these people by conferring on them a title that reflects their academic and/or professional standing, and the activities they may undertake within the University.

### Scope

#### AUTHORITY TO APPOINT/AWARD

This will normally be upon the advice of the relevant Academic Program Head, or Vice President, Academic.

#### ADJUNCT APPOINTMENT

##### Purpose

The appointment maximizes the opportunity to draw upon expertise from outside the University, which will enhance teaching, research and other approved activities.

##### Role

Adjunct appointments may be sessional, part-time or full-time.

The title may be used in conjunction with appointment at the levels of Professor, Associate Professor, Senior Lecturer, Lecturer and Associate Lecturer.

Adjunct appointments differ from sessional appointments in that the former is honorary and the latter is an employment/contractual appointment. Adjunct faculty are therefore not sessional instructors unless formally approved for employment and offered such a position by the Vice President, Academic or other formal hiring authority.

### **Conditions**

Adjunct appointees may receive remuneration, at the discretion of the President & Vice Chancellor and where such remuneration is appropriate to the duties performed. This will normally be upon the advice of the relevant Academic Program Head, or Vice President, Academic.

Adjunct appointments are normally made for a period of not less than one term, and up to five years at a time.

The appointee will have access to University facilities and resources in support of their role.

The appointee is not eligible for any University Board, Council, or committee membership but may be asked to act on an advisory panel unless they also hold a simultaneous sessional appointment.

## **HONORARY PROFESSOR**

### **Purpose**

The appointment acknowledges academics of distinction, international reputation, and/or an exceptional, ongoing and sustained track record of excellence in research, scholarship, or the community and whose expertise and contribution will be of significant benefit to the University. This title may also be awarded to persons of distinction from within Canada or overseas who are deemed to be worthy of the title by virtue of his or her academic or professional eminence and hold the necessary academic qualifications.

### **Conditions**

The nominee is not currently an academic staff member of the University, but may simultaneously hold a position in another post-secondary institution, or may be retired from having held such a position, or possess the academic qualifications to hold such an appointment.

## **HONORARY RESEARCH ASSOCIATE**

This title is conferred upon persons external to the University who agree to assist with research activities that enable the University to enhance its research development and profile.

### **Role**

An Honorary Research Associate will:

- a) Contribute to University research outputs for the term of their appointment;
- b) Be willing, subject to the Associate's availability and expertise, to supervise or advise students involved in research activities upon the invitation of the relevant Dean, Program Head, or Vice President, Academic.
- c) Be willing to provide expert advice and guidance to the research ethics and policies; and/or
- d) Be willing to help, subject to the Associate's availability, by means of advice, personal participation or voluntary service in the dissemination of UCW research activities.

### **Conditions**

An Honorary Research Associate will not normally receive remuneration for services and activities with the period of appointment except for:

- a) Supervision of student research projects, as determined and approved by the Vice President, Academic; or
- b) Contractual teaching within the University as determined and approved by the Vice President, Academic.

An Honorary Research Associate will:

- a) Have access to library borrowing rights;
- b) Have a UCW email account;
- c) Have an appointment of one month to five year's length, renewable thereafter upon the advice of the Vice President, Academic or relevant University authority; and
- d) Be subject to the UCW's policies on professional standards and conduct.

## VISITING PROFESSOR

### Purpose

Persons appointed to Visiting Professorships will normally:

- a) Hold simultaneously a position as a Professor in another post-secondary institution, either within Canada or overseas; or;
- b) Be an academic or person of distinction from within Canada or overseas who is deemed to be worthy of the title by virtue of his/her academic eminence and/or qualifications.

### Role

This appointment is to enable a limited term contribution to the teaching, research, international efforts, and scholarship activities of the University.

A Visiting Professor may receive remuneration, but it is not a condition of appointment. It is expected that the appointee will make a contribution to teaching, research, community and international efforts, or other activities of the University as agreed, during the limited term period of their appointment. That period may be from one month up to a maximum of 24 months.

## VISITING SCHOLAR

Persons appointed as Visiting Scholars will normally hold simultaneously, a position as an academic other than Professor, either within Canada or overseas. The role and conditions will be the same as Visiting Professor, but the appointee's title will be Visiting Scholar.

The appointments of Visiting Scholars will be made by the Vice President Academic or University President & Vice Chancellor, and reported to the UCW Academic Council.

## FELLOW

This appointment is reserved for those persons who have distinguished themselves by their contribution to post-secondary education, research, or community or international service and:

- a) have rendered exceptional service to the University;
- b) who are believed likely to contribute to the life or work of the University.

### Role

Fellow is primarily a title of distinction and the nature of the role undertaken shall be open to discussion and mutual agreement. Fellows shall be invited to attend formal occasions of the University

## EMERITUS APPOINTMENT

### Purpose

The award of the title is a recognition by University Canada West for exceptional service to the university and/or to the larger academic community. It is awarded to persons who retire in good standing from the University. It is a lifetime appointment.

### Role

The Emeritus appointee will be invited to participate in University Convocation ceremonies. The Emeritus appointee is not eligible for any University Board, Council, or committee membership but may be asked to participate in University events at the discretion of the President & Vice Chancellor.

### Conditions

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An Emeritus appointee may receive remuneration, at the discretion of the President & Vice Chancellor and where such remuneration is appropriate to the duties performed.

An Emeritus appointee will:

- a) Have access to library borrowing rights;
- b) Have a UCW email account;
- c) Be subject to the UCW's policies on professional standards and conduct.

## TERMINATION

An honorary appointment may be terminated at any time by the honorary appointee or the University, and the title withdrawn. In the case of termination by the University, such action would normally be taken if the continuation of the honorary appointment is considered to not be in the best interests of the University.

Any termination must be in writing.

## Definitions

These definitions apply to terms as they are used in this policy.

Word/Term	Definition

## Related legislation

None