

Mid-Atlantic Christian University Academic Affairs Policy #20

SUBJECT: Definition of Faculty Status

DATE: September 17, 1997

REVISED: 12/12/07; 3/12/14; 9/15/19

REVIEWED: 2/2020

NEXT SCHEDULED REVIEW: Even numbered years in February

APPROVED BY BOARD OF TRUSTEES: November 8, 2019

Policy for: Academic Affairs Administration

Procedure for: Vice President for Academic Affairs

Authorized by: Vice President for Academic Affairs

Issued by: Board of Trustees

I. Purpose

This policy statement partially addresses “Standard 6.1 Full-time faculty” of the Southern Association of Colleges and Schools Commission on Colleges, *Principles of Accreditation* (2018 edition).

II. Policy

Faculty are grouped into six broad categories and individuals are assigned to a category by the VPAA each of which is described below.

A. REGULAR RANKED FACULTY

The term faculty is defined as those individuals whose primary responsibilities to the University consist of classroom instruction, participation in university decision-making, and student advising. Regular ranked faculty are full-time employees who teach on average 12 credit hours per semester (as defined by the Policy on Faculty Loads). They are classified as: Instructor, Assistant Professor, Associate Professor, and Professor. All regular ranked faculty are considered members of "The Faculty" at the University and are eligible to participate in all of the responsibilities and privileges of the Faculty, including voting privileges at faculty meetings.

Distinguished Professor is a special designation awarded to a full professor in a department or academic unit of the University whose outstanding scholarship and

national reputation for excellence in his or her academic discipline greatly exceed the bounds of scholarship exemplified by other faculty members in that academic unit at Mid-Atlantic Christian University. Distinguished Professors are persons whose work not only reflects high achievement but also whose life demonstrates a comprehensive commitment to issues or themes which are central to MACU's mission. Their work may contribute to distinctively Christian scholarship or it may focus on or demonstrate practical application in an area in which MACU has a particular interest. The designation of "distinguished" is granted by the president of the university upon the recommendation of the vice president for academic affairs.

B. ADJUNCT FACULTY

An adjunct faculty member is defined as an individual teaching less than an equivalent (FTE) of 9 credit hours per semester (as defined by the Policy on Faculty Loads) and whose primary responsibilities to the University are outside the area of classroom instruction and student advising. It is understood that all adjunct faculty members are hired on a temporary basis (typically for one semester). Adjunct faculty are considered advisory members of departments and therefore have consultative but non-voting privileges unless otherwise designated by the Vice President for Academic Affairs on a case-by-case basis.

C. ADMINISTRATORS WITH FACULTY STATUS (and RANK)

The following administrators have faculty status at the University: President, Vice President for Academic Affairs, and Registrar. Individuals holding faculty status have voice and voting privileges in faculty meetings. The VPAA may appoint other administrators who possess appropriate academic credentials to faculty status.

When appropriate an administrator may also be assigned a faculty rank. Administrators who hold faculty rank are, for purposes of University governance, considered full-time members of the faculty, with responsibility for committee service and with voice, vote and privileges equivalent to those held by other Faculty members. The VPAA may grant faculty rank, in consultation with the Promotion Committee, to other administrators who possess appropriate academic credentials.

D. PROFESSIONAL LIBRARIANS WITH FACULTY RANK

The library, through its faculty and staff, is designed to support the University's educational, research and service functions. In order to offer this support, it is Mid-Atlantic Christian University's policy to recruit, develop, and retain highly qualified individuals to occupy its positions in the library. The program designed and implemented by these professional librarians includes:

- a) In consultation with faculty, selection and development of resources,
- b) Organization and governance of resources,

- c) Interpretation of, bibliographic instruction in, and use of resources,
- d) Program administration and management,
- e) Education, research, and publication

E. SPECIAL APPOINTMENT FACULTY

The University recognizes two categories of special appointment faculty, all of whom may attend department and faculty meetings and participate in all ceremonial occasions, but do not have voting privileges:

1. "Faculty Emeritus" is a designation for those retired faculty recognized because of their exceptional service of teaching to the University. Privileges include: e-mail accounts (including internet access); library privileges; listing in University directory and mail service; participation in academic processions (graduations, convocations, etc.) in a position of honor; office space (if space permits); access to routine office services (copying, phone, mail). "Faculty Emeritus" is bestowed upon a nominee who has normally served at least ten years at Mid-Atlantic Christian University and has the recommendation of the Promotion Committee, Academic Cabinet, VPAA, President, and Trustee approval;
2. "Visiting Professor" designates professors from other institutions who serve at the University for one or two semesters, or to positions funded for a specified period by grants or special outside funding. Full-time visiting faculty will be appointed following the same procedures as other full-time faculty and will have the rights and privileges of other full-time faculty. This designation is approved by the Vice President for Academic Affairs.

F. ENDOWED CHAIRS AND PROFESSORSHIPS

A position which is entirely supported by endowment is designated an endowed chair; a position which is partly supported by endowment is designated an endowed professorship. Occupants of these positions shall be appointed following procedures specified as a part of each such endowment, but no such endowment shall name the occupant as a condition of acceptance by the University. Compensation and/or other prerequisites of the endowed chair may be specified in the endowment. If the endowment does not specify the term of occupancy, the term shall be three years. At the option of the University and the individual, and upon recommendation of the Vice President for Academic Affairs and Academic Cabinet, the individual may be appointed to additional term(s).

G. SCHOOL OF GRADUATE STUDIES FACULTY

Individuals who are "faculty" as defined above in II.A., II.C., II.D. who have earned the terminal degree (normally a doctoral degree) will comprise the faculty of the School of

Graduate Studies.

III. Procedure

When new faculty positions are created or when a new employee is hired the Vice President for Academic Affairs will determine the faculty status of the position.

IV. Published: Faculty Handbook

V. Reason for Revision

VI. Appendices