

### **FACULTY APPOINTMENT**

Full-time and part-time faculty are responsible for the quality of their contributions to the curriculum in areas of specific teaching, clinical, or research/scholarly activities.

- **Full-time Faculty** devote their primary professional efforts to the affairs of the UNTHSC. The associated FTE is 0.75 or greater, typically 1.0.
- **Part-time Faculty** devote less than 75% of their professional efforts to the affairs of the UNTHSC. The associated FTE will be greater than .01, and less than 0.75

### **Initial Clinical and Non-clinical Faculty Appointment**

Applicants for faculty positions are recruited and recommended for appointment through the process which involves the department chair, appropriate dean, and Provost. The individual will be notified in writing by the Provost as to the rank and status of his/her initial appointment. Contracts are renewed annually.

### **Adjunct Appointment**

Adjunct faculty are individuals whose primary position is not in UNTHSC and whose function is to participate in teaching, research and/or service. Appointments are up to three (3) years, and shall be terminated without notification upon expiration of the stated appointment. Reappoint may be offered prior to expiration.

### **Joint Appointment**

Faculty who are appointed to more than one department within a school or college, or to more than one department across schools and colleges may hold a joint appointment. The primary appointment will be in the school or college where the majority of faculty workload is located. All personnel activities including annual review, promotion and tenure will be coordinated across units with overall responsibility assigned to the unit designated with the primary appointment.

### **Visiting Faculty**

The titles of Visiting Instructor/Visiting Assistant Professor/Visiting Associate Professor/Visiting Professor are used only for temporary appointment of persons either visiting from other institutions where they hold similar ranks or who are brought to UNTHSC on a trial basis. Such appointments are limited to two (2) years unless an exception is approved in writing by the provost.

### **Regents Professor - Board of Regents approval required ([UNTHSC 06 Faculty Affairs - Policy 6.104](#))**

The purpose of the Regents Professor award at UNT Health Science Center (UNTHSC) is to provide recognizes excellence in the faculty member's field of study and outstanding contributions in teaching, scholarship and service. An individual must be (1) a full-time, tenured professor; (2) have a distinguished record of teaching, research, and service to UNTHSC and to the profession, and a high level of national and international recognition; and (3) demonstrate evidence of the potential for continued distinguished performance.

### **Emeritus Faculty - Board of Regents approval required ([UNTHSC 06 Faculty Affairs - Policy 6.104](#))**

The Emeritus Professor award at UNTHSC is to recognize faculty or an administrator (President, Provost or Dean) who continue to contribute to the mission of the UNTHSC after their retirement from full-time faculty employment. For faculty, (1) be retired from full-time, faculty employment as an associate professor or professor; (2) have held such faculty appointment for an extended period, typically at least ten years; and (3) have a distinguished record of contributing to the mission of UNTHSC.

### **Emeritus Regents Professor - Board of Regents approval required ([UNTHSC 06 Faculty Affairs - Policy 6.104](#))**

The designation of Emeritus Regents Professor may be awarded to a faculty member with the Regents Professor designation who retires from full-time faculty employment and is in good standing with UNTHSC. The eligibility criteria include: (1) be retired from full-time, faculty employment as a Regents Professor; and (2) continue to advocate for the UNTHSC.

**Emeritus Administrator - Board of Regents approval required ([UNTHSC 06 Faculty Affairs - Policy 6.104](#))**

For administrators, (1) be retired from full-time employment and hold a title of President, Provost, or Dean; (2) have held such an appointment for an extended period, typically at least seven years; and (3) have a distinguished record of contributing to the mission of UNTHSC.

**FACULTY RANK: Title recommended by the Chair/Institute Executive Director based on criteria for each school/college.**

The rank of initial appointment is determined by factors such as education background, degree (s) held, academic experience, research activity, publications, academic responsibilities at the UNTHSC.

**Ranks**

Instructor, Assistant Professor, Associate Professor, Professor  
Research Instructor, Research Assistant Professor, Research Associate Professor, Research Professor  
Regents Professor, Emeritus Professor. Emeritus Regents Professor and Emeritus Administrator

**Tenured Faculty**

Tenured faculty are full-time faculty appointed for one year with a mutual expectation of continued, annual reappointment. Board of Regents approval is required for tenure appointment.

**Ranks:** Associate Professor, Professor, or Regents Professor

**Tenure**

Means a condition of continuous employment that may be terminated only by the Board of Regents and only for cause, financial exigency, or discontinuance of academic programs.

**Appointment with Tenure**

Under special circumstances and with the approval of the chair, appropriate dean, provost, and president, a new faculty member may be eligible for tenure as approved by the UNT System Board of Regents.

**Ranks:** Associate Professor, Professor

**Tenure Track**

Tenure track appointment will be given written notice of the probationary period upon hire. The minimum probationary period for tenure track faculty shall be no less than one year.

**Ranks:** Assistant Professor, Associate Professor, or Professor

1. **Beginning with the initial appointment to the rank of Assistant Professor, the probationary period shall not exceed nine (9) years**, with the decision on tenure being made during the last probationary year. If tenure is not granted to the faculty member, his/her next year shall be his/her terminal year on the tenure track. A faculty member may apply for tenure before the last probationary year. If denied, then the faculty member may remain on tenure track and reapply during the last probationary year.
2. **Beginning with the initial appointment to the rank of Associate Professor or Professor, the probationary period shall be a minimum of one (1) year before submitting an application for tenure, but not to exceed six (6) years.**

**Appointment periods for tenure purposes are calculated from September 1 of the calendar year in which the appointment is effective. For example:** If Dr. X starts on September 1, 2017 his/her appointment period for tenure would be calculated from that date. **However**, if Dr. X started on September 2, 2017 his/her appointment period for tenure would not start being calculated until September 1, 2018.

**Non-Tenure Track**

means faculty appointed to positions that are not eligible for tenure. These faculty may be appointed to the rank of instructor, assistant professor, associate professor and professor. Non-tenure track faculty are not eligible for tenure. Transfer between non-tenure track and the tenure track may occur only once in each direction.



**KEY TERMS - FACULTY APPOINTMENT, RANK & TENURE**

*These are general descriptions. For full detail please refer to Faculty Bylaws through [PolicyTech](#)*