Policy on Adjunct Faculty Appointments
Department of Neurobiology & Anatomy

The missions of the Department of Neurobiology & Anatomy are to 1) conduct biomedical research, 2) teach and train medical and research students, and 3) provide service to the university and our profession. When faculty members with primary appointments in other departments are able and willing to help us fulfill these missions, they can be considered for adjunct appointments in this department. Adjunct appointments, which are renewable annually, will only be offered to faculty members who contribute substantially to the department’s missions.

Examples of expected contributions include:

1. Active research collaboration with a regular faculty member in Neurobiology & Anatomy, including serving as co-investigator on a research grant
2. Teaching in a course offered by the department or developing a course listed as a departmental course
3. Supervision of a student enrolled in the department’s graduate program
4. Participation in departmental committees

The department encourages adjunct faculty to attend departmental scientific activities, such as research seminars, thesis defenses, etc.

To be considered for an adjunct appointment, a faculty member should provide a current curriculum vitae, a brief statement of his or her proposed contribution to the department and present a research seminar. The initial adjunct appointment is contingent on receipt of a letter of support from the chairperson of the faculty member’s home department.

For reappointment each year, an adjunct faculty member should briefly summarize in a one-page letter the past year’s contributions to the department’s missions and plans for the coming year in relation to the 4 areas listed above. Adjunct appointments will be made initially at the same rank as the faculty member’s regular appointment; promotions in the adjunct appointment will ordinarily occur in the year following promotion in the home department.

Approved by the faculty: __February 10, 2010__