


Memo

Date May 30, 2017

From: Dean Klein 

To: CST Chairs of Departments; CC: CST Faculty

Re: Uncompensated Adjunct Appointments

Temple University Policy defines four kinds of appropriate activities for adjuncts: Teaching, Research (or Creative Works), Professional Activity, and Service.

As of June 1, 2017, the CST Dean's Office will require a formal request for each appointment of an *uncompensated* adjunct. The request should contain a few sentences describing the expertise of the person seeking an appointment as an *uncompensated* adjunct. The Chair of the Home Department in which the appointment is to be held should countersign the request.

In accord with Temple Policy: The request should describe the reason/motivation for the adjunct position, the nature of the arrangement, whether or not the person will be on campus, plus a web-link to their employment address along with their *Google Scholar Citations* or *Web of Science* pages.

The request should also indicate how this appointment would benefit the Home Department and CST, with respect to one or more of the criteria mentioned above: Teaching, Scholarship/Creative Works, Professional Activity and/or Service. Note that even a 0% salaried (i.e., *uncompensated*) adjunct appointment would be expected to contribute in one or more of these categories.

Temple Policy states:

Adjunct faculty members may use their Temple University faculty title as a form of identification in their professional or academic endeavors; and they are encouraged to do so in presentations, papers, publications, and other creative or scholarly works.

In the present context, listing the CST Home Department of the adjunct appointee in their publications and/or presentations would be an appropriate acknowledgement.

College of Science and Technology
Office of the Dean

UNCOMPENSATED ADJUNCT FACULTY APPOINTMENT REQUEST

APPOINTEES NAME: _____ TODAY'S DATE: _____

E-MAIL ADDRESS: _____ RANK: _____

DEPARTMENT: _____

DEPARTMENT CHAIR: _____ SUPERVISOR/PI: _____

PROJECT/CENTER TITLE: _____

START DATE: _____ END DATE: _____

REASON FOR REQUEST:** *(The request should describe the reason/motivation for the uncompensated adjunct position and the nature of the arrangement)*

HOW WILL THIS APPOINTMENT BENEFIT THE HOME DEPARTMENT & CST?* *(How will this appointment benefit you, CST, and the Home Department with respect to either Teaching, Scholarship/Creative Works, Professional Activity, and/or Service?)*

WILL THIS WORK BE CONDUCTED ON CAMPUS? YES NO

DOES THIS APPOINTMENT REQUIRE GUEST ACCESS? YES NO

If "YES," what is the appointees date of birth? _____

GOOGLE SCHOLAR CITATIONS OR WEB OF SCIENCE PAGES:

SUPERVISOR/PI SIGNATURE

DEPARTMENT CHAIR'S SIGNATURE