



Medical College of Georgia

Academic, Research, and
Student Affairs
Policy Library

Policy 7.13.7

Volume 7 Faculty Affairs
Chapter 13.7 Faculty
Appointment, Development,
Promotion, & Tenure Policy:
Clinical & Adjunct Faculty
Appointment
Responsible Office: University
Faculty Senate
Originally issued: not known
Revised: 11/2007

**Faculty Appointment, Development,
Promotion, and Tenure (FADPT) Policy:
Clinical & Adjunct Faculty Appointment**

Policy Statement

Clinical and adjunct faculty to the Medical College of Georgia must be appointed following the procedures described in this policy. Clinical and adjunct faculty are responsible for fulfilling the duties as described for the position and are eligible for promotion as described in this policy.

Reason For Policy

Qualified health professional personnel across the State of Georgia are a critically important constituency to the Medical College of Georgia. As appointed clinical and adjunct faculty members, these health professionals significantly broaden the perspectives and strengthen the community role of the academic health center. Uniform criteria must be established for the appointment of clinical and adjunct faculty and procedures in place for their advancement.

Entities Affected By This Policy

This policy affects all clinical and adjunct faculty at the Medical College of Georgia and their departments or units.

Who Should Read This Policy

All clinical and adjunct faculty and their Chairs and all prospective clinical and adjunct faculty should be aware of this policy.

Contacts

Contact	Phone	e-mail/URL
President of Medical College of Georgia	706-721-2301	http://www.mcg.edu/admin/president.php
Senior Vice President for Academic Affairs & Provost	706-721-4014	http://www.mcg.edu/aaffairs
Vice Chair, University Faculty Senate	706-721-2334	http://www.mcg.edu/faculty/senate/vicechair.html
Chair, FADPT Subcommittee of University Faculty Senate	706-721-2334	http://www.mcg.edu/faculty/senate/committee-gov.html
FADPT Chair & Department Chairs in each school		School of Medicine: http://www.mcg.edu/som/ School of Dentistry: http://www.mcg.edu/sod/ School of Nursing: http://www.mcg.edu/son/ School of Allied Health Sciences: http://www.mcg.edu/sah/

Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p7137.pdf>

*Faculty Appointment, Development, Promotion, & Tenure Policy: Clinical & Adjunct
Faculty Appointment*

Definitions

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

Clinical faculty	Faculty who are not MCG employees but are involved in teaching associated with patient care.
Adjunct faculty	Faculty who are not MCG employees but are involved in teaching or scholarship not associated with patient care.

Overview

Clinical and adjunct faculty, as defined above, are not MCG employees but are involved in teaching and scholarship at MCG and are critically important to the mission of MCG. This policy provides guidance in the recruitment of such faculty as well as for individual adjunct and clinical faculty and their chairs in projecting career development plans.

Process/Procedures

1.0 Introduction

Qualified health professional personnel across the State of Georgia are a critically important constituency to the Medical College of Georgia. As appointed clinical and adjunct faculty members, these health professionals significantly broaden the perspectives and strengthen the community role of the academic health center. The Medical College of Georgia, in turn, provides vital resources for their enrichment, development, and recognition. Together, these mutual benefits advance the mission of the institution in education, research, and service on behalf of the people of the State of Georgia.

Clinical faculty are defined as faculty who are not MCG employees but are involved in teaching associated with patient care. Adjunct faculty are defined as faculty who are not MCG employees but are involved in teaching and/or scholarship not associated with patient care.

2.0 Criteria for Appointment

To assure the integrity of future academic relationships, all prospective clinical and adjunct faculty members are required to present appropriate professional credentials. These include a current curriculum vitae (MCG format not required), confidentiality statement, ethics policy acknowledgment form, and verification of professional licensure, and any other additional information as requested. In addition, those who participate in the training of health care professionals must be willing to accept onsite evaluation of their facilities to ensure suitability for student and resident education at their site.

As a further condition for appointment, clinical faculty must be willing to devote a stated proportion of their time to teaching or training in undergraduate, graduate, residency, or continuing education programs as deemed necessary to meet the needs of the department and school.

Adjunct faculty must be willing to devote a stated proportion of their time to teaching or training in undergraduate, graduate, or continuing education programs or be involved in research and scholarly activities of the department as deemed necessary to meet the needs of that department and school.

The educational needs of the department for clinical and adjunct faculty will be determined jointly by the department chair and the dean of that school.

3.0 Rank

Invited or applicant faculty with confirmed credentials are appointed as follows:

3.1 Qualified practitioners who wish to devote a portion of their time to clinical teaching or scholarly activities may receive appointment at one of the following ranks:

- a. Clinical Instructor

Faculty Appointment, Development, Promotion, & Tenure Policy: Clinical & Adjunct

Faculty Appointment

- b. Assistant Clinical Professor
- c. Associate Clinical Professor
- d. Clinical Professor

3.2 Qualified scholars who volunteer to teach or conduct scholarly activities in disciplines not related to patient care may receive appointment as:

- a. Adjunct Instructor
- b. Assistant Adjunct Professor
- c. Associate Adjunct Professor
- d. Adjunct Professor

3.3 Academic rank at initial appointment is determined by the level of prior qualifications and experience, professional contributions, demonstrated expertise, and favorable regional or national recognition.

3.4 Clinical and adjunct faculty are reappointed annually based upon the contributions and the needs of the department and school. Each school can develop additional criteria for appointment.

4.0 Procedure

The appointment process is initiated by a written statement to the invited or applicant faculty member by the departmental Chairperson. This statement includes the criteria for appointment and the proposed academic rank. Intended appointments to affiliated programs off-campus are subject to the same criteria and guidelines as appointments to the faculty on campus.

The departmental Chairperson or committee then review(s) the stated intentions and qualifications of the prospective faculty appointee in relation to the educational needs of the department. The Chairperson is responsible for recommending the appointment to the Dean. Upon concurrence, the recommendation is forwarded to the Senior Vice President for Academic Affairs & Provost and the President.

5.0 Promotion of Clinical and Adjunct Faculty

All clinical and adjunct faculty are eligible for promotion. Adjunct and clinical faculty must adhere to the same time-in-rank criteria as regular faculty. The candidate for promotion must have a statement from the departmental chairperson that identifies the contribution the candidate makes to the mission of the department and school. The candidate's contribution will be evaluated by appropriate committees at the departmental, school, and institutional level as outlined above.

Responsibilities

The responsibilities each party has in connection with Academic, Research, and Student Affairs Policy 7.13.7, Faculty Appointment, Development, Promotion, & Tenure Policy: Clinical & Adjunct Faculty Appointment, are:

Chair of department	Initiates the appointment process of clinical and adjunct faculty with a written statement as outlined above
Chair of department or of departmental committee	Evaluates candidates Recommends appointment to the Dean
Dean of the school	Forwards approved appointment to the Senior Vice President for Academic Affairs & Provost or denies request for appointment
Senior Vice President for Academic Affairs & Provost	Forwards approved appointment to the President or denies request for appointment