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#### 1. GENERAL

Sam Houston State University utilizes non-tenure track faculty to enhance its instructional programs.

As a general rule, non-tenure track faculty have limited non-teaching responsibilities but are encouraged to participate with department full-time faculty in such matters as curriculum development, textbook selection, and other appropriate organizational interests.

## 2. REMUNERATION, SICK LEAVE, AND FRINGE BENEFITS

- 2.01 Based on recommendation from the department/school chair through appropriate channels to the Provost and Vice President for Academic Affairs, remuneration is determined by discipline, academic credentials, and/or unique experience and demonstrated competence.
- 2.02 Fringe and other employment related benefits are applicable according to State guidelines. A copy of the current guidelines is available in the office of Human Resources.

#### 3. HIRING

- 3.01 Hiring of non-tenure track faculty follows the procedures outlined in Academic Policy Statement 800114, *Academic Instructional Staffing*.
- 3.02 The notice of non-renewal provisions in Academic Policy Statement 900417, *Faculty Reappointment, Tenure, and Promotion*, and in the Texas State University System Rules and Regulations do not apply.

## 4. QUALIFICATIONS

- 4.01 Non-tenure track faculty should meet the same requirements for professional, experiential, and scholarly preparation as their tenured and tenure track counterparts teaching in the same disciplines. The department/school chair and academic dean are responsible for ensuring that each non-tenure track faculty member is appropriately qualified.
- 4.02 Department/school chairs may submit to the Provost, through the appropriate channels, a request for an exception based on non-academic considerations such as exceptional work experience, professional certification, national

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recognitions and other demonstrated competencies that are directly related to quality teaching.

# 5. ORIENTATION/TRAINING, SUPERVISION, AND EVALUATION

Non-tenure track faculty will be provided appropriate orientation/training, supervision, and evaluation.

APPROVED:	/signed/
	James F. Gaertner, President
DATED:	8/2/07

## **CERTIFICATION STATEMENT**

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original: March 1, 1989 Review Cycle: March 1, ONY\* Reviewer(s): Academic Policy Council Review Date: March 1, 2009

Approved: /signed/ Date: 7/20/07

David E. Payne Provost and Vice President for Academic Affairs

\*ONY = Odd Numbered Year