



POLICY & PROCEDURE DOCUMENT

NUMBER: 1.2002

DIVISION: Academic Affairs

TITLE: Full-Time, Temporary, Non-Tenure Eligible Faculty Appointments

DATE: July 19, 2005

REVISED: April 27, 2020, July 1, 2022

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I. Purpose and Scope

These appointments are designed to structure employment of full-time, temporary, non-tenure eligible faculty appointments that both preserve the university's flexibility regarding renewal of such appointments and provide a measure of appropriate job security for the faculty.

There is no provision for "transfer" from a non-tenure eligible faculty appointment to a tenure-eligible faculty appointment. Appointment to a tenure-eligible faculty track requires appointment de novo in that position and resignation from any previously held position at WKU.

II. Policy:

1. Temporary appointments for faculty will be one year (or one semester) only and will automatically expire. Individuals holding such appointments may be reappointed, but only after the university goes through a new search in adherence to University policy.
2. Visiting faculty appointments (Visiting Assistant Professor, Visiting Associate Professor, Visiting Professor, Visiting Professional-in-Residence) can be offered on an annual basis and will not carry an assumption of renewal and would not trigger the official Faculty Non-Continuance Policy in the event that the university did not renew a visiting appointment.

III. Related Policies

Policy 4.220V Recruitment and Employment of Faculty and Staff

V. Reason for Revision

April, 2020

Section I edited to clarify that faculty holding a non-tenure eligible appointment may not be “transferred” to a tenure-eligible appointment. The appointment of both tenure-eligible and non-tenure eligible faculty must follow the appropriate guidelines as outlined in Human Resources Policy 4.2204 and those contained in the Faculty Handbook current edition.

July 2022

Section II modified to remove language for continuing faculty within the Instructor Track as that language has been moved to the Faculty Handbook, and to clarify that temporary faculty appointments may only be offered on an annually renewable basis.