

## **Guidelines for Categories of Adjunct Appointments**

All Adjunct appointments are limited term, and can be made in the following categories, depending on the nature and purpose of that appointment:

### **1) Adjunct (Faculty of Graduate Studies)**

This appointment is generally made to allow an individual, who is not a faculty member at Dalhousie, but who possesses appropriate qualifications, to co-supervise one or more graduate student(s), concurrently or sequentially. Adjuncts in this category may serve on the research and examination committees of multiple students in that Department/School/Program.

In order to teach and to have full responsibility for one or more graduate classes, in a given Department/School/ Program, that instructor must seek an Adjunct appointment with Faculty of Graduate Studies, subject to the terms of any relevant collective agreement. Adjuncts appointed to teach may or may not have student co-supervisory privileges, as determined by the Dean of Graduate Studies.

Appointments as Adjunct (Faculty of Graduate Studies) shall be subject to the Academic Appointments Policy. Multiple appointments will be needed for supervision of graduate students or teaching in multiple Departments/ Schools/Programs.

Dalhousie is under no obligation to extend faculty level privileges, e.g., library access, e-mail, etc., to Adjuncts (Faculty of Graduate Studies). Adjuncts (Faculty of Graduate Studies) may be given faculty privileges, such as access to the library and its services, or an email account, if such privileges are necessary for the successful co-supervision of students. These privileges shall be at the discretion of the Dean of the Faculty where the Adjunct (Faculty of Graduate Studies) shall reside.

An Adjunct in this category may hold grants through Dalhousie for the purpose of collaborative research, with the approval of the Chair/Head/ Director of the unit with which the Adjunct is associated. Research grant applications must be approved through the normal process.

### **2) Adjunct (Department/School of ...)**

This appointment allows an individual to supervise undergraduate students in research or projects, and/or conduct collaborative research in a given unit. This type of Adjunct appointment may also be made to a person who teaches courses in some undergraduate programs, e.g., Nursing, School of Health Sciences, and Clinical Vision Science, and who is not a faculty member of Dalhousie, subject to the terms of any relevant collective agreement.

Adjuncts (Department School of...) cannot co-supervise or teach graduate students or serve on graduate student committees; a separate appointment with Faculty of Graduate Studies is required for that purpose.

Appointments to Adjunct (Department/School of ...) shall be subject to the Academic Appointments Policy. Multiple appointments will be needed for work in multiple units.

Dalhousie is under no obligation to extend faculty level privileges, e.g., library access, e-mail, etc., to Adjuncts (Department/ School of ...). Adjuncts (Department/ School of...) may be given faculty level privileges, such as access to the library and its services, or an email account, if such privileges are necessary for the successful completion of their duties. These privileges shall be at the discretion of the Dean of the Faculty where the Adjunct (Department/ School of...) resides

An Adjunct in this category may hold grants through Dalhousie for the purpose of collaborative research, , with the approval of the Chair/Head/ Director of the unit to which the Adjunct is associated. Research grant applications must be approved through the normal process.

### 3) Adjunct (Scholar)

Faculty of Graduate Studies has the right to appoint Adjunct (Scholar), which is a limited form of Adjunct appointment.

An Adjunct (Scholar) who is not post-doctoral fellows at Dalhousie has the privilege of serving on the supervisory and examining committees of one and only one graduate student, if he/she has the necessary academic credentials, i.e., a PhD or professional equivalent to work with a PhD candidate; a Master degree or higher to work with a Master candidate, or to teach a single course during one term, subject to applicable collective agreements. If he/she holds a PhD or equivalent qualifications and is actively engaged in research, an Adjunct (Scholar) may act as co-supervisor if the student in question is a Master student.

In order to broaden their professional development opportunities, post-doctoral fellows at Dalhousie may be appointed as Adjuncts (Scholar) with the privilege of serving on the supervisory and examining committees of one and only one Master student, or to teach a single class on one occasion; these members may co-supervise that one Master student. This privilege does not extend to post-doctoral fellows at other institutions.

Appointments as Adjunct (Scholar) shall be subject to the Academic Appointments Policy.

An Adjunct (Scholar) may not use their appointment to apply through Dalhousie for externally funded research grants, or to solely supervise graduate students. Dalhousie is under no obligation to extend faculty level privileges, e.g., library access, e-mail, etc., to such an appointee. Adjuncts (Scholar) may be given faculty level privileges, such as access

to the library and its services, or an email account, if such privileges are necessary for the successful completion of their duties. These privileges shall be at the discretion of the Dean of the Faculty where the Adjunct (Scholar) resides

#### 4) Adjunct (Professional Preceptor or Clinical Associate)

Either of these Adjunct appointments allows an individual outside of Dalhousie to act as mentor or preceptor of a student(s) (graduate or undergraduate) in a working/training environment that is integral to program completion.

Appointments as Adjunct (Professional Preceptor or Clinical Associate) shall be subject to the Policy on Academic Appointments.

Appointees in this category may not serve on the research and examination committees of students, nor can they apply for research grants through Dalhousie.

Dalhousie is under no obligation to extend faculty level privileges (library access, e-mail, etc.) to such appointees. Adjuncts (Professional Preceptor or Clinical Associate) may be given faculty level privileges, such as access to the library and its services, or an email account, if such privileges are necessary for the successful completion of their duties. These privileges shall be at the discretion of the Dean of the Faculty where the Adjunct (Professional Preceptor or Clinical Associate) resides