Appointment of Part-Time Faculty

1. **DEFINITION**

   A part-time faculty member is defined as one who performs the duties and responsibilities of a full-time faculty member, but with a reduced load. This policy establishes the terms and conditions under which part-time faculty appointments shall be made.

2. **ELIGIBILITY**

   a. A part-time faculty member must have the same qualifications as a full-time Lecturer, Instructor, Assistant Professor, Associate Professor or Professor at Simon Fraser University.

   b. In some instances, a part-time faculty appointment may involve a potentially conflicting obligation to another employer. Therefore, where a person who holds a full-time appointment with another employer is considered for appointment as a part-time faculty member, the consent of the other employer is required.

   c. The name of a part-time faculty member is not carried on the Registrar's Roll of Convocation.

3. **TERMS AND CONDITIONS OF A NEW PART-TIME APPOINTMENT**

   a. An appointment to a part-time position will normally be made for three or four years in accordance with the normal length of an initial appointment at a particular rank.

   b. (i) A part-time faculty member who holds an appointment of half-time (50%) or greater, and who is not an Instructor, a Lecturer or a Senior Lecturer, will be considered for contract renewal and tenure according to the schedule contained in A 11.01.

   (ii) Any part-time faculty member who has not been awarded tenure and whose appointment is changed to a full-time appointment, shall be given a four year appointment, with the tenure consideration commencing in the third year.

   c. A part-time faculty member (Professor, Associate Professor, Assistant Professor) who holds an appointment of less than 50% may, after a probationary period which may not be less than that required of a part-time faculty member whose appointment is half-time or more, be considered for a continuing appointment which may be terminated by either the University on three semesters' notice, or by the individual on one semester's notice.

   d. Promotion consideration shall be in accordance with A 11.02.

   e. A part-time faculty member who is an instructor will be considered for contract renewal according to the schedule contained in A 11.01.

   f. Appointment of a Part-time Lecturer or Senior Lecturer shall be governed by A 12.01.

4. **TERMS AND CONDITIONS OF A MODIFIED APPOINTMENT WHERE THE FACULTY MEMBER HAS TENURE**

   a. A person who holds a tenured appointment at Simon Fraser University whose contract is modified so that he/she is carrying less than a full load may retain his/her tenure status on becoming a part-time faculty member.

   b. If at some point, the contract is again modified so that it becomes a full-time appointment, the faculty member shall retain his/her tenured status.
5. **RESPONSIBILITIES**

A part-time faculty member will be responsible to the Department Chair for assigned duties. A part-time faculty member may participate in departmental, Faculty or University committee work on request of the appropriate authority. Part-time faculty members are not eligible to participate in elections restricted by the *University Act* to full-time faculty.

6. **REMNUNERATION AND BENEFITS**

   a. The salary shall be commensurate with individual qualifications and duties. The salary review for part-time faculty shall be in accordance with A 20.01.
   
   b. The benefit plans for part-time faculty are detailed in A 21.01.
   
   c. Relocation Expenses for part-time faculty shall be determined on an individual basis as specified in A 21.02 and GP 9.

**INTERPRETATION**

Section 14.1 of the Faculty Association Framework Agreement deals with matters of interpretation of this policy.