

University of Vermont
Non-Salaried Faculty Appointments
(Excludes College of Medicine)

There are four types of non-salaried faculty appointments at the University of Vermont:

Adjunct Appointments are reserved for non-salaried faculty whose primary affiliation is with an organization other than the University. Adjunct appointments may be made for periods of up to two years and may be renewed. Adjunct appointment titles will be Adjunct Lecturer, Instructor, Assistant, Associate, or Full Professor.

If an adjunct appointment becomes a paid appointment, the adjunct title must be changed to the appropriate salaried appointment type.

Adjunct faculty members are eligible for promotion in rank (for example, from Adjunct Associate Professor to Adjunct Professor). Promotion processes, including criteria and standards, will be established by the college or school in which promotion is under review. Promotion decisions will be handled at the college level, are initially granted or denied by the dean and are subject to review by the Provost.

Secondary Appointments apply to individuals who hold a PT or FT primary salaried appointment at UVM. A secondary appointment is most often in a different unit from that to which the primary, salaried appointment is made, and is without salary, 0 FTE. Secondary appointments may carry the rank and title of the primary position or may be assigned the secondary title, as appropriate to secondary appointment duties, of Assistant, Associate, or Full Professor; Clinical Assistant, Associate, or Full Professor; Lecturer.

Secondary non-salaried appointments may also be extended to individuals by the same appointing unit in which the primary salaried appointment exists, *e.g.* a Research faculty member may be extended a non-salaried secondary title of Lecturer in one department.

If a secondary appointment becomes a paid appointment, the secondary appointment must be changed to the appropriate salaried appointment type.

Research Affiliate Appointments may be used in instances when an individual is engaged in developing a research grant or proposal. Such appointments are non-paid positions, 0 FTE and are limited to the title of Research Affiliate. If external funding that will support a Research Affiliate's salary is obtained, the Research Affiliate appointment will cease, and the individual will receive an appropriate salaried bargaining unit appointment.

Units are urged to contact the Office of Sponsored Programs before extending a Research Affiliate appointment for information on PI responsibilities and eligibility.

The title of Research Affiliate is to be used when extending a primary appointment to a non-salaried research position or when extending a non-salaried secondary appointment.

Visiting Scholar Appointments apply to individuals who hold a terminal degree in their field and are engaged in compensable activities while at UVM, but they are not funded by UVM. Such appointments are intended to be short-term and are funded by sources outside of the University (from international or domestic sources). Visiting Scholar appointees must have valid J-1 immigration status and work authorizations.

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