

Policy for Affiliate and Adjunct Faculty

Affiliate Faculty (without salary)- These are physicians employed by the University of Minnesota's affiliated sites and teach medical students and/or residents.

- **INITIAL** requests with appropriate supporting information (application available online) for appointment will be forwarded to the Adjunct and Affiliate Committee for review and recommendations
 - Most will be assigned at Instructor Status.

Instructor and Assistant Professor Ranks

- If approved, the information and recommendation will be forwarded by the Committee to the Division Head for approval, and then to the Department Head for approval
- Appropriate track will need to be designated by the applicant (clinical scholar, clinical educator, or physician scientist)

Associate Professor, Professor Rank

- If approved, the Committee will forward information to the Department's Promotion and Tenure Committee for further discussion and approval/denial
 - If approved, faculty vote will be required
 - Appropriate track needs to be designated by the applicant
- **PROMOTION** requests will be handled similarly to initial requests, and will follow the specific criteria of the particular track selected by the candidate
 - Faculty vote is required for promotion to Associate Professor or Professor

Adjunct Faculty- These are physicians employed in the community who teach medical students and/or residents.

- **INITIAL** requests for appointment will be reviewed by the Adjunct and Affiliate Committee.
 - Most requests will result in an assignment of the rank of Adjunct Instructor.
 - Assignment of rank of Adjunct Assistant Professor will be considered in select circumstances depending on previous teaching experience by the Committee. If appointed at the Adjunct Instructor or Adjunct Assistant Professor level, the information and recommendation will be forwarded to the Division Head for approval and then to the Department Head for approval.

- Assignment of rank of Adjunct Associate Professor or Adjunct Professor will be considered on an individual basis, and requires approval of the Promotion and Tenure Committee. A faculty vote is not required
 - All assignments need final approval by the Division Head and the Department Head.
- **PROMOTION** requests will be sent to the Adjunct and Affiliate Committee for review and recommendations
 - The Adjunct and Affiliate Committee will use established criteria for promotion to any rank above Instructor
 - Promotion to Assistant Professor requires a vote by the Committee and, if approved, forwarded to the Division Head for approval and then the Department Head for approval. No faculty vote will be required.
 - Promotion to Associate Professor or Professor requires a vote of the Promotion and Tenure Committee of the Department, after review and a recommendation by the Adjunct and Affiliate Committee.
 - If such promotion is approved by the Promotion and Tenure Committee, the material will be sent to the Division Head and Department Head for signatures. No faculty vote will be required.

Please note: Appointment at all levels will be in accordance with the physician scientist tenure track, clinical scholar track, and the teaching track guidelines.