

**Board Policy Manual Amendment
Section 2-3-304(1) Affiliate Faculty**

RECOMMENDATION


It is recommended that the Board of Trustees approve updates to section **2-3-304(1) Affiliate Faculty** of the Board Policy Manual.

BACKGROUND

The proposed University of Northern Colorado College of Osteopathic Medicine has a need for a new type of Affiliate Faculty position for which compensation will be provided, as the existing policy does not allow compensation for such personnel "under normal circumstances." The recommended policy amendments accomplish the following:

1. Allow for compensation to be provided with the approval of the chief academic officer or their designee.
2. Require recommendations for the appointment of an affiliate faculty member that would include compensation to be reviewed by the chief academic officer or their designee.
3. Make various changes in language consistent with that in use in the Board Policy Manual.

The proposed changes were approved by the Faculty Senate on November 25, 2024.

<u>Tamra J. English</u>	<u>12/05/2024</u>		<u>12/06/2024</u>
Responsible Staff	Date	President	Date
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Board Action	Date		



Part 3 – Academic Ranks and Titles

2-3-304 Special Status Faculty.

2-3-304(1) Affiliate Faculty.

Affiliate professorships **status** may be granted to University and non-University personnel who provide regular, recurring service to the University and/or its programs. Affiliate **faculty members** professors normally provide these services without salary compensation and serve only within their areas of expertise. **Compensation may be provided with the approval of the CAO.** All affiliate professors **faculty members** must be demonstrably qualified with **show evidence of** experience, skills, and/or other qualifications that enable them to provide the services required by the University. Services may include, but are not limited to: teaching of a course within one's area of specialty, and supervision of interns from the University to provide direct experience to students. The affiliate professor **faculty member** functions under the authority of the appropriate department/school/program area **unit** and in conjunction with the faculty therein.

Each affiliate professor **faculty member** must be approved by the department chair or by the school director **unit leader or their designee** if they are in the relevant discipline or their designee if not, and the dean of the college. The affiliate professor **faculty member** will then exercise their particular task under the authority of the appropriate department/school/program **unit** area and in conjunction with the faculty therein.

While realizing that services of significant proportions are continually delivered by individuals to the University, a **Affiliate professor faculty members** are individuals whose services are regular and recurring. These services may include, but are not limited to: teaching of a course within one's area of specialty, supervision of interns from the University to provide direct experience to students, etc.

Affiliate Under normal circumstances, affiliate professors **faculty members** who receive will receive no salary compensation for services provided to the University except that with the approval of the CAO, non-University personnel may be paid an honorarium and/or travel expenses.

Following are guidelines for the recommendation, and selection, and approval of affiliate professors ~~faculty members~~:

- (a) The recommendation shall be initiated by the ~~relevant unit leader in consultation with the program area faculty and department chair~~ or by the school director, if they are in the relevant discipline or their designee if not, and the dean of the college. Each recommendation shall delineate the qualifications, experience, and/or skills of the candidate, the specific service to be provided, ~~salary~~ **compensation** (if any), and terms and conditions of the appointment.
- (b) ~~The recommended affiliate faculty member shall complete all required documents.~~
- (c) ~~Recommendations that include requested compensation shall be reviewed by the CAO or their designee to ensure consistency with existing faculty compensation practices.~~
- (d) ~~(b) The recommendation shall be approved or not approved~~ **denied** by the CAO or their designee.
- (e) ~~(d) The names of affiliate professors~~ **faculty members** ~~will~~ **shall** appear in University catalogues.