

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Operating Policy and Procedure

HSC OP: 70.29, Employment of Postdoctoral Fellows

PURPOSE: The purpose of this HSC OP is to define policies relating to the hiring, supervision and development of Postd

- iii. Nothing in this operating policy constitutes a contract, a contractual relationship or a guarantee of continued employment for a specified period of time.
 - iv. A Postdoctoral position is not intended to be or become a long term career path.
2. Postdoc Appointments. Post doc appointments are characterized by the following conditions:
- a. The appointee was recently (normally within the last five years) awarded a Ph.D. or equivalent doctorate (e.g., D.Sc., M.D.).
 - b. The appointment involves substantial full-time research or scholarship.
 - c. The appointee works under the supervision of a TTUHSC employed faculty member.
 - d. The appointee is expected to publish the results of the research or scholarship accomplished.
 - e. The appointment is viewed as preparatory for a full-time academic and/or research career.
3. Hiring Process. A Postdoc position shall be filled by conducting a search following HSC OP 70.11. Appointments to Non-Faculty Positions. Job requirements are established by the department subject to approval of the dean and must be in accordance with TTUHSC policy as specified below.
- a. Completion of a doctoral degree in the appropriate discipline is required. The doctoral degree must have been completed within the five years immediately preceding the first date of appointment as a Postdoc. An exception to the requirement of completion of the doctorate in the past five years can be made in situations where it can be demonstrated that the individual is changing fields.
 - b. Only the SVPR has authority to sign the offer letter.

- C. The Postdoc must complete all ethics training mandated by the Office of Research, and other training required of TTUHSC employees.

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