

GUIDELINES FOR ADJUNCT FACULTY APPOINTMENT-REAPPOINTMENT-PROMOTION

INTRODUCTION

Community-based professionals (volunteers) perform an important role in the undergraduate and post-graduate training programs, research and academic service, at the Texas Tech University Health Sciences Center School of Medicine (TTUHSC SOM) serving as Adjunct Faculty. These guidelines address key points pertaining to the appointment, reappointment and promotion of Adjunct Faculty.

The TTUHSC School of Medicine *Adjunct Faculty appointment* does not permit the individual to apply for or receive medical staff privileges at the University Medical Center.

(Only the *Clinical Faculty appointment* allows the individual to apply for and receive medical staff privileges at the University Medical Center. An individual may switch between the Adjunct Faculty and Clinical Faculty appointments with the consent of the respective department chair.)

GENERAL GUIDELINES

1. As permitted under [HSC OP 60.01, Tenure and Promotion Policy](#), appointments to the ranks of instructor through professor are reserved for physicians, basic scientists and other clinical practitioners who have completed their graduate medical education or graduate/professional education, and have received a terminal degree/s in their field of expertise. These appointments do not provide tenure or tenure-earning status. In all cases, Adjunct Faculty are expected to contribute actively to the education, research, academic service, and/or patient care of the TTUHSC SOM, which is considered *value-added* to the appointed
2. An Adjunct Faculty appointment is required should an individual desire to teach in the undergraduate or post-graduate training programs or conduct research at the TTUHSC SOM. Each department may further define specific criteria for Adjunct Faculty Appointments. For physicians holding an Adjunct Faculty appointment, these criteria will outline your expected involvement in the training of residents and education of medical students in relation to patient care activities.
3. Our school is accredited by the Liaison Committee for Medical Education (LCME). The LCME now requires a memorandum of understanding with individual faculty in the community who participate in the education of our students to ensure that we have a shared understanding of the following program requirements:
 - a. The assurance of medical student and faculty access to appropriate resources for medical student education
 - b. education/assessment of medical students
 - c. The role of the medical school in the appointment and assignment of faculty members with responsibility for medical student teaching
 - d. [Specification of the responsibility for treatment and follow-up when a medical student is exposed to an infectious or environmental hazard or other occupational injury](#)
 - e. The shared responsibility of the clinical affiliate and the medical school for creating and maintaining an appropriate learning environment

SOM OPs: [30.01](#); [30.01A](#); [30.01B](#); [30.01C](#); [30.01D](#); [30.01E](#); [30.01F](#); [30.01G](#); [30.01H](#); [30.02](#); [30.03](#); [30.04](#); [30.05](#); [30.06](#); [30.07](#); [30.08](#)

Table 1. Non-Tenure Track/Non-Paid (Adjunct Faculty)

(Non-UMC Appointments)

*Note: Adjunct faculty are selected on the basis of the needs of the teaching and research program in the respective department(s). Your adjunct appointment must be renewed annually. This worksheet guides in determining an academic rank, decision for annual renewal, and

