Adjunct Status

Update: July 1, 2015
Owner: Dean’s Office, Faculty of Science
Contact: Dean’s Office, Faculty of Science

Procedure for an Adjunct Undergraduate Professor
1. The Department Head will submit the recommendation package to the Dean of Science. The recommendation must include the following:
   a) Memo recommending the appointment
   b) CV
2. The Dean’s Office will advise the Department Head on the disposition of the recommendation.

Note: Undergraduate Adjunct Professors are appointed by the Dean of Science and perform various functions in the academic unit at the undergraduate level only. They may teach undergraduate courses, provide expertise or perform other duties in the area as required.

Procedure for an Adjunct Graduate Professor
1. The Department Head will submit the recommendation package to the Dean of Science. The recommendation must include the following:
   a) Memo recommending the appointment with a statement/rationale of the benefits to the graduate activities of the department/faculty
   b) CV
   c) FGSR Request for Accreditation Form
2. The Dean’s Office will submit a supporting memo and the recommendation package to the Dean of Graduate Studies and Research.

Procedure for the following Appointments are the same as the procedure for Adjunct Graduate Professor:
- Adjunct Instructor and Adjunct Professional Associate
- Single Purpose/One-Time Appointment
- Research Associates and Postdoctoral Fellows
- Additional Categories in Recognition of Specialized Expertise
- Renewal or Extension of Adjunct Appointment

Terms of Reference
- Adjuncts may be appointed at the undergraduate or graduate level.
- Appointments are normally 3 to 5 years (July through June) and are renewable, subject to mutual agreement and ongoing eligibility.
- No accreditation level is assigned to Adjuncts, but the expectation is that in a committee or co-supervisory role, the Adjunct will hold the level of degree that is being sought by the candidate.
- Adjuncts are compensated only when asked to teach, and must then be appointed as a Sessional Lecturer.

Related Information
- FGSR website: http://www.uregina.ca/gradstudies/grad-calendar/faculty.html