UNIVERSITY OF KENTUCKY MEDICAL CENTER

PRINCIPLES GOVERNING APPOINTMENTS OF VOLUNTARY OR PART-TIME MEMBERS OF THE FACULTY OF THE COLLEGE OF ALLIED HEALTH PROFESSIONS

Definitions

Voluntary Faculty

Voluntary faculty members in the College of Allied Health Professions are those who receive no stipend or salary and who devote only a limited amount of time to the programs of the College of Allied Health Professions. Usually such faculty members are engaged either in private practice or hold full-time positions with other institutions and agencies.

Part-time Faculty

Occasionally, the situation of a person, who otherwise would be a voluntary faculty member, is such that he can give a substantial fraction of his time to the College of Allied Health Professions and the College may need and desire his extensive participation in the program. These individuals who are classified as part-time faculty members may be paid a stipend. University employees appointed to this category may receive part of their salary from the College.

The principles in this memorandum cover appointments of both voluntary and part-time faculty members.

General Considerations

The University believes that the academic and health care programs of the University of Kentucky Medical Center are enhanced by the participation of voluntary and part-time faculty and that advantages will accrue to patients, students, the health professions, the University, and the Community. Some pertinent reasons for this follow:

1. Students and full-time faculty obtain a better perspective of community problems and the role of the health professions; conversely, the health professions in this area can better understand the programs and role of the Medical Center in the local community and the State. Participation of practicing Allied Health professionals in the teaching programs gives Allied Health students fuller understanding of the programs of the community and the delivery of health care. The voluntary, part-time and full-time faculty members complement and supplement each other and serve as leaven to each other for the advancement of teaching and the stimulation of student interest.
2. It is difficult even in the most completely staffed Allied Health schools to have sufficient full-time faculty members to engage in all the necessary teaching activities, particularly when the emphasis is on small-group teaching and prolonged contact with, and supervision, of the student. Thus, the voluntary and part-time faculty members provide significant assistance to the total teaching program.

3. Participation in teaching is an effective means of continuing education for Allied Health practitioners. By facilitating this participation, the College of Allied Health Professions contributes to further education of a number of practitioners in the community.

Principles

To ensure voluntary and part-time faculty participation that is fruitful from the point of view of the student, useful in the program responsibilities of the Medical Center, and productive for the participating practitioner himself, it is necessary and important that certain general principles be delineated. With this in view, the following principles have been formulated to govern official appointments of voluntary and part-time faculty members:

1. The essence of a fruitful and satisfactory relationship between full-time, part-time and voluntary faculty lies in active participation of these faculty members in the affairs of the departments in which they are attached. This relationship can be achieved through participation in committee activities, meetings, seminars, regular teaching assignments with students and in other related Medical Center activities. Such participation may be in any official and continuing program of the Medical Center, whether based in the Medical Center, an affiliated hospital or elsewhere.

2. Appointments to the voluntary or part-time faculty shall not be based solely upon the success of an individual, or the attainment of clinical, investigative, service, or administrative distinction in the community. To qualify for faculty appointment, the individual shall have competent training, demonstrated interest in teaching, research or other aspects of the Medical Center's program, and the desire to fulfill that interest by appropriate participation.
3. All appointments to the voluntary and part-time faculty are on an annual basis; decision for reappointment is based upon annual evaluation.

4. Designation of rank is often difficult. It is desirable that such designation be made on the basis of established criteria which recognize professional accomplishments, length of time in practice, extent of postgraduate education, teaching experience and which minimize the need for arbitrary determination of rank by the chairman of the department.

5. Appointments to the voluntary and part-time faculty carry defined responsibilities. The time requirements of teaching and other responsibilities shall be outlined in detail and shall be understood in advance of appointment.

6. Appointments of voluntary and part-time faculty are made upon the recommendation of the chairman of the respective department and the Dean of the College of Allied Health Professions and submitted through the Vice President's Office of the Medical Center to the President and Board of Trustees.

7. The duties of each voluntary and part-time faculty member are assigned by the chairman of his department. All matters relating to the conduct and performance of the voluntary and part-time faculty member in the College of Allied Health Professions are under the surveillance and supervision of the chairman of his department.

8. The basic clinical training of any person appointed to the voluntary and part-time faculty shall be such as to qualify him as a specialist in the area in which he will be teaching. In recommending a person for an appointment, the chairman of the department assumes the responsibility of evaluating qualifications in this regard and certifying the clinical and teaching competence of the person involved.

Academic Titles and Ranks, Voluntary Faculty

The academic titles for Allied Health Professions on the voluntary faculty are as follows: (1) Clinical Instructor of ________, (2) Assistant Clinical Professor of ________, (3) Associate Clinical Professor of ________, (4) Clinical Professor of ________
Academic Titles and Ranks, Part-time Faculty

The academic titles for Allied Health professionals on the part-time faculty are the same as for the regular academic series with the additional designation of part-time. Their title would be Instructor of __________, Part-time and so forth.

Criteria for Appropriate Level of Appointment, Voluntary or Part-time

The following criteria shall be used as a guide for the appropriate level of appointment, either voluntary or part-time.

1. Instructor, Clinical or Part-time. This rank shall, in general, be the level of initial appointment. Appointment for voluntary or part-time faculty to this rank and the qualifications for this appointment shall be left to the discretion of the Dean of the College of Allied Health Professions.

2. Assistant Professor, Clinical or Part-time. Appointment or promotion to this rank shall require normally a Master's degree. In special cases, a Bachelor's may be acceptable if the candidate presents other credentials in knowledge, experience, or competence equivalent to these degrees. Candidates for this rank should have potential for effectiveness as a teacher or leadership in the profession.

3. Associate Professor, Clinical or Part-time. Candidates for this rank shall have met the requirements for the rank of Assistant Professor, Clinical or Part-time and shall have served at least three years and usually longer as an Assistant Professor, Clinical or Part-time. This rank is for those individuals who have shown deep interest in Allied Health education and have demonstrated outstanding ability to communicate with students and influence them. Appointment or promotion to the rank of Associate Professor, Clinical or Part-time shall require:

(a) Considerable teaching experience in a clinical science or closely related areas.

(b) Demonstration of significant service of high quality to the University program or the profession as appropriate for the position.

(c) Acceptable evidence or continuing and devoted interest in his specialty; evidence may consist of some or all of the following:
[1] Noteworthy efforts in research in his own or related specialty.

[2] Useful professional publication.

[3] Recognition by others in the profession for outstanding performance as shown by: election to office and/or appointment to committees in professional organizations at the state or national level; lecturing or presenting papers at other institutions or before professional or public groups; commendations or awards for performance in his profession or serving as a consultant or editor of a scholarly publication.

One or two of these criteria may be waived if, in the judgment of the Dean, a person demonstrates the capability and potential of fulfilling them in the near future.

4. Professor, Clinical or Part-time. Candidates for this rank shall have met the requirements for the rank of Associate Professor, Clinical or Part-time and shall have served as an Associate Professor, Clinical or Part-time for at least three years and usually longer.

Promotion to the rank of Professor is a recognition of exceptional attainment rather than length of service. While recognition for excellence in the field has already been achieved, promotion to the rank of Professor, Clinical or Part-time requires that the individual's work provides leadership and contributes significantly to the advancement of his profession.

JH/cas/7-13-70

Approved by: 8/12/70