9.1.7 Adjunct Appointments

Formerly Known As Policy Number:
9.1.G
Adjunct Professor

Individuals holding this position may contribute to their department in a variety of ways. They may be the primary instructor or co-instructor of courses, teach graduate seminars and may be co-advisors (but not principal advisors) on masters or doctoral theses. They may serve on departmental committees, consistent with school practices. This position is not appropriate for individuals whose profession is primarily academic. Such individuals should be appointed as Lecturers or Senior Lecturers, as appropriate. However, faculty who have retired from other academic institutions may be appointed to this position.

Adjunct Lecturer

Individuals whose primary contribution is limited to assisting in courses may be appointed as Adjunct Lecturers. Adjunct Lecturers may be involved on a regular basis with courses and other aspects of the Stanford educational mission, though not as the primary instructor or co-instructor of an entire course. For example, Adjunct Lecturers may serve as mentors, coaches or advisors for student projects over a period of multiple weeks, or work with faculty members to develop a course or organize and manage a lecture series. Individuals who provide only occasional guest lecturing, coaching, or panel participation should not be appointed to this position.

General Provisions

Adjunct appointments may be for a single quarter or for a period of time up to three years and are renewable. Appointments may be full time or part time effort. The determination of the length of the appointment and the percentage of effort should be based on programmatic need and budgetary considerations. Individuals holding these titles may be compensated or they may choose to volunteer their services.

Appointees may, but are not required to, have primary professional involvement in business, industry, or government during their Stanford appointment. These positions should not be used for individuals who are involved directly in: the execution and design of research, assisting in goals of a sponsored research project, preparation of proposals or reports or authoring research results. Research activity at this level of involvement requires a separate research appointment. See http://doresearch.stanford.edu/policies/research-policy-handbook/non-faculty-research-appointments/policy-and-procedures-appointment-and-promotion-academic-staff-research [1].
Individuals holding these titles are not members of the Academic Council, the Medical Center Line, or the Academic Staff, nor do they accrue time toward tenure by length of service. It is expected that departments will appoint and reappoint individuals to these positions through a rigorous process that involves faculty in the department, or the designated departmental leadership. The appointment to these positions is conditioned upon completion of relevant compliance training.

The job codes for paid positions are:

<table>
<thead>
<tr>
<th>Job Code</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1246</td>
<td>Adjunct Lecturer</td>
</tr>
<tr>
<td>1247</td>
<td>Adjunct Professor</td>
</tr>
<tr>
<td>9177</td>
<td>Adjunct Lecturer</td>
</tr>
<tr>
<td>9179</td>
<td>Adjunct Professor</td>
</tr>
</tbody>
</table>

The codes for non-employee affiliates are:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJP</td>
<td>Adjunct Professor</td>
</tr>
<tr>
<td>ADJL</td>
<td>Adjunct Lecturer</td>
</tr>
</tbody>
</table>


Links