

Contract Term Faculty Template Request

This form does not apply to the use of temporary, visiting, or adjunct term faculty.

This form does not apply to term faculty hires on the UMN Duluth campus. Please route to vpfaa@umn.edu.

College/Campus	
Contact Person	Email

Rationale for use of contract faculty appointments. This list is based on language from the [Board of Regents Policy: Faculty Tenure](#), Section 3.4 regarding appropriate uses of term appointments. **Check all that apply.**

- 1. The duration, the percentage of time, or both, require less than service for two-thirds time for the academic year;
- 2. The appointment concerns a faculty member who principally is engaged in and primarily is supported by clinical activities or by discipline-related service. ["Service" means performance within the faculty member's expertise, other than teaching and research as defined in subsection 7.11.]
- 3. The position is subject to the joint control of the University and another institution;
- 4. The specific funding for the position is subject to the discretion of another institution;
- 5. The funding for the position is for a limited time;
- 6. The appointment is in a unit or program that is experimental or otherwise restricted in nature;
- 7. The person is enrolled in a University of Minnesota degree program. A regular faculty member on a probationary appointment may transfer to term status during enrollment in such a program if the faculty member and the senior administrator agree. See Section 6 of Board of Regents Policy: *Faculty Tenure*
- 8. Exceptional circumstance—please describe in attached letter.

To help understand the planned use of contract faculty in your unit, please elaborate and attach most recent academic personnel plan for the college and college/unit promotional contract faculty promotion guidelines:

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Anticipated length of appointments: Annual Renewable, 3 Years, 5 Years, Other—please explain:

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Approved Dean/Vice Chancellor	Date
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Approved Executive Vice President and Provost	Date
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