

Non Salaried Clinical Adjunct Appointments - Definition

Faculty with non-salaried appointments are persons who are not employees of the University of Iowa, and who make their primary contribution through instruction in the context of their own medical practice (see Appendix VIII). These faculty hold the degrees of MD, DO, DDS or DMD. Individuals who hold other professional degrees and contribute to instruction hold "adjunct" ranks (see Section 2.) There is no limit on the number of such appointments that may be made by the College. The titles of these faculty shall contain the modifier "adjunct clinical," preceding the name of the rank.

Qualifications for Specific Ranks

Adjunct Clinical Instructor

- (1) He or she must be working towards the completion of the doctorate or its equivalent.
- (2) He or she must show promise of ability in service, to include clinical service.
- (3) He or she must show promise of ability to contribute to teaching through the provision of service (See Appendix I). Faculty with non salaried appointments must commit a significant portion of time to teaching (see Appendix VI and Appendix VIII).
- (4) He or she must have a license to practice medicine in Iowa and must demonstrate competence as a physician. Competence as a physician will be established by evidence of staff privileges at a hospital in Iowa Individuals other than physicians involved in the care of patients should meet usual criteria for relevant state licensure requirements.
- (5) The term of appointment is one to three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching and service.
- (6) There is no maximum period of time by which promotion must be achieved in this track. However, an Instructor may request consideration for promotion at any regular promotions cycle after, in general, the fourth year of appointment.

Adjunct Clinical Assistant Professor

- (1) He or she must hold the doctorate or its equivalent
- (2) He or she must show promise of excellent clinical service, as judged by peers and supervisors
- (3) He or she must show evidence of ability as a teacher (See Appendix I). Faculty with non-salaried appointments must commit a significant portion of time to teaching (see Appendix VIII)
- (4) He or she must have a license to practice medicine in Iowa and must demonstrate competence as a physician. Competence as a physician will be established by evidence of staff privileges at a hospital in Iowa Individuals other than physicians involved in the care of patients should meet usual criteria for relevant state licensure requirements.
- (5) The term of appointment is one to three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.
- (6) There is no maximum period of time by which promotion must be achieved in this track. However, an Assistant Professor may request consideration for promotion at any regular promotions cycle after, in general, the fourth year of appointment.

Adjunct Clinical Associate Professor

- (1) He or she must hold the doctorate or its equivalent.
- (2) He or she must have an acknowledged record of excellent clinical service, as judged by peers
- (3) He or she must have an acknowledged record of teaching success, including a record of successful direction of the work of students, fellows or residents where applicable (see Appendix I). Faculty with non-salaried appointments must commit a significant portion of time to teaching (see Appendix VIII).
- (4) He or she must show evidence of progress toward a record of professional productivity including professional service (see Appendix IV). Scholarship (see Appendix II) may help satisfy this requirement, but is not required.

(5) He or she must have a license to practice medicine in Iowa and must demonstrate competence as a physician. Competence as a physician will be established by evidence of staff privileges at a hospital in Iowa. Individuals other than physicians involved in the care of patients should meet usual criteria for relevant state licensure requirements.

(6) The term of appointment is one to three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.

(7) There is no maximum period of time by which promotion must be achieved in this track. However, an Associate Professor may request consideration for promotion at any regular promotions cycle.

Adjunct Clinical Professor

(1) He or she must hold the doctorate or its equivalent.

(2) He or she must have an acknowledged record of exemplary patient care, as judged by peers.

(3) He or she must have an acknowledged record of continued teaching success, including a record of successful direction of the work of students, fellows, or residents where applicable (See Appendix I). Faculty with non-salaried appointments must commit a significant portion of time to teaching (see Appendix VIII).

(4) He or she must have an established record of professional productivity, and unmistakable evidence or recognition by peers at the state, regional, national, or international level (see Appendix IV and VI). Scholarship (Appendix II) may help satisfy this requirement, but is not required.

(5) He or she must have a license to practice medicine in Iowa and must demonstrate competence as a physician. Competence as a physician will be established by evidence of staff privileges at a hospital in Iowa. Individuals other than physicians involved in the care of patients should meet usual criteria for relevant state licensure requirements.

(6) For faculty with non-salaried appointment, the term of appointment is one to three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.

Adjunct Appointments – Definition

Adjunct appointments are made principally for contributions to teaching and/or research, and are made instead of clinical appointments, for individuals who do not hold an M.D./D.O., or D.D.S. degree.

Qualifications for Specific Ranks

Adjunct Instructor

(1) Promise of ability as a teacher and/or investigator (See Appendices I and II)

(2) Working towards the completion of the doctorate or its equivalent.

(3) Commitment of a significant portion of time to teaching and/or research.

(4) Involvement in a patient care setting if appropriate.

(5) The term of appointment is one to three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.

(6) There is no maximum period of time by which promotion must be achieved in this track. However, an Adjunct Instructor may request consideration for promotion at any regular promotions cycle following the initial three years at this rank.

Adjunct Assistant Professor

(1) Promise of ability as a teacher and/or investigator (See Appendices I and II).

(2) Holder of the doctorate or its equivalent.

(3) Commitment of a significant portion of time to teaching and/or research.

- (4) Demonstration of good clinical skills in the care of patients if appropriate.
- (5) The term of appointment is one–three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.
- (6) There is no maximum period of time by which promotion must be achieved in this track. However, an Adjunct Assistant Professor may request consideration for promotion at any regular promotions cycle following the initial three years at this rank.

Adjunct Associate Professor

- (1) Acknowledged record of teaching success and/or research (See Appendices I and II).
- (2) Unmistakable evidence of recognition by peers.
- (3) Commitment of a significant portion of time to teaching and/or research.
- (4) Demonstration of excellent clinical skills in the care of patients, if appropriate.
- (5) The term of appointment is one–three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.
- (6) There is no maximum period of time by which promotion must be achieved in this track. However, an Associate Professor may request consideration for promotion at any regular promotions cycle following the initial three years at this rank.

Adjunct Professor

- (1) Acknowledged record of teaching success and/or research. (See Appendices I and II).
- (2) Unmistakable evidence of recognition by peers.
- (3) An established record of professional or scholarly productivity (may include papers, reports, seminars, etc.).
- (4) Commitment of a significant portion of time to teaching and/or research.
- (5) Demonstrates outstanding clinical skills in the care of patients, if appropriate.
- (6) The term of appointment is one–three years. Reappointment is not automatic, but requires departmental review of the faculty member's performance and a recommendation based upon the member's performance in teaching.
- (7) There is no maximum period of time by which promotion must be achieved in this track. However, an Associate Professor may request consideration for promotion at any regular promotions cycle following the initial three years at this rank.

Operational Guidelines for Non-salaried Clinical Faculty

These guidelines assume that the Department Head apprises the faculty member of the criteria for promotion before or soon after appointment, that the quality of his or her performance has been periodically reviewed, and that the findings and their implications have been discussed with him or her.

Appointments in this track do not confer tenure, however, promotions through the ranks from instructor to professor are available based on specific criteria.

1. The major criteria for appointment in this track is a commitment to devote a significant portion of time to teaching. This requirement may be satisfied by participation in University of Iowa sponsored educational programs in the community or at University of Iowa Hospitals and Clinics. Faculty at the instructor level should generally commit between 25 and 150 hours per year. Faculty at the assistant professor level and above should generally commit more than 150 hours per year.

2. ". . . rank will not be considered merely as a reward for long and acceptable service." (*University of Iowa Operations Manual*)

3. Promotion is not a requirement of continued service, and the faculty member may remain at the initial rank indefinitely. Time in rank cannot be the primary factor related to any promotion decision.

4. Recognition. One of the qualifications for promotion to Professor is unmistakable evidence of recognition by peers at the regional, national, or international level. Such evidence can be derived from: invitations to organize, chair or participate in panels, symposia or conferences; invitations to serve as an editor or on an editorial board of a scholarly journal; election to membership in societies stipulating meritorious professional achievement; election to offices in regional, national or international societies; letters written by peers; successful competition for awards, prizes, grants, or contracts; invited lectureships; or invitations to be a visiting professor.

5. Consideration for promotion in this track includes assessment of clinical skills and patient care as well as assessment of teaching and professional productivity.

6. The quality and importance of professional service (Appendix IV) should be considered more important than the number of activities or publications.

7. In considering the evidence for promotion, primary importance should be given to the productivity shown during the period of current rank.

8. Certain privileges accompany non-salaried clinical track faculty appointments. These include the following:

- a) A University of Iowa identification card signifying their rank.
- b) Medical and University library privileges.
- c) Admission to Carver College of Medicine sponsored post-graduate courses without fee.
- d) Invitation to attend Carver College of Medicine and departmental conferences.

9. There is no limit on the number of appointments that may be made by the College in this track.