

Policy and Process for Affiliate and Adjunct Appointments in the School of Environmental and Forest Sciences (Effective Winter Quarter 2019)

Based upon UW Faculty Code Section 24-34. Qualifications for Appointment at Specific Ranks and Titles and Section 24-51 Responsibility for Appointments.

- All New Affiliate and Adjunct appointments in SEFS must be voted on by faculty in the winter quarter and in advance of that vote are required to:
 - Be brought forward by written nomination of a current (i.e., not Emeritus) SEFS faculty member.
 - Nominees have been engaged with SEFS for at least one year.
 - Engagement includes the following activities:
 - Serving on student committees
 - Giving guest lectures in classes
 - Regular research collaborations
 - Co-authors of published papers and/or grant proposals
 - Providing funding for project/student support
 - Presentation at SEFS seminars
 - Distinguished recognition in research field

These activities are not sufficient in and of themselves to justify Affiliate or Adjunct status but are good indicators of deep engagement that merits such status.

- All Renewing Affiliate and Adjunct appointments in SEFS must be voted on in the winter quarter each year by SEFS faculty. Every three years, appointees must provide the following for review by the faculty:
 - Summary of the work/benefit to SEFS since the past renewal.
 - Proposal of what they will do in the new year to benefit SEFS.

Additionally, a written endorsement by the faculty sponsor is required. There is a presumption of renewal in years during which information is not requested. Faculty Sponsors of renewing appointments must be current (i.e., not Emeritus) SEFS faculty.