

FACULTY TITLES, DEFINITIONS & APPOINTMENT REQUIREMENTS:

Lecturer part-time – Faculty paid to teach on a course-by-course basis at less than 100% FTE.

- UW NetID and library privileges are only available during the quarter(s) the individual is teaching.
- A Lecturer part-time is eligible for benefits if teaching a minimum of 5 credits per quarter (50% FTE), for two or more consecutive quarters during the academic year.
- This title does NOT require a JSIS faculty vote for appointment.
- *You must submit all of the documents listed under “Quarterly Faculty Appointments” each time you submit a request to pay a Lecturer part-time.*

Senior Lecturer part-time – Treat the same as Lecturer part-time above.

- Frederick “Rick” Lorenz is the only Senior Lecturer part-time in JSIS.

Affiliate Instructor – 1) An unpaid, on-going courtesy appointment for an individual from outside UW who wants a formal affiliation with JSIS; 2) an on-going faculty appointment used for ProStaff who occasionally teach for UW.

- UW NetID and library privileges are on-going without interruption.
- Affiliate faculty may be paid to teach on a course-by-course basis.
 - NOTE: Affiliate faculty are limited in the amount they can earn in an academic year. If Affiliate faculty teach two or more classes in one academic year, SEE DVORAH OPPENHEIMER.
- Affiliate faculty are **never** eligible for benefits.
- New Affiliate appointments REQUIRE a JSIS faculty vote.
 - Send Toni Read the following for a new Affiliate appointment:
 - One Letter of Recommendation
 - Individual’s CV
- Affiliate titles may include Affiliate Instructor, Affiliate Assistant Professor, Affiliate Associate Professor, or Affiliate Professor. Any faculty title preceded by Affiliate is subject to the rules of this category.
- *Once an individual holds an Affiliate title in JSIS, you ONLY need to submit the JSIS-31 form each time you submit a request to pay that individual. (See Affiliate Faculty list.)*
 - *You should still provide a letter confirming the details of employment to the Affiliate faculty who is teaching.*

Permanent Faculty – Tenured or tenure-track faculty, or faculty holding multi-year appointments. These appointments are on-going without interruption.

- You do not need to submit a request for an appointment for individuals who are Permanent Faculty. (See Permanent Faculty list.)
- Titles include:
 - Professor
 - Associate Professor
 - Assistant Professor

- Senior Lecturer full-time
 - Lecturer full-time
- See Toni Read if your center/program wants to hire a new Permanent Faculty member.

Visiting Scholar – An unpaid, courtesy faculty appointment that gives the individual a UW NetID and library privileges during the period of the appointment.

- Can be held for a maximum of two years.
- Cannot be paid a salary through UW and is not eligible for benefits.
- Does NOT need a faculty vote.
- See KEVIN SWANTEK for assistance with Visiting Scholar appointments.

Other Faculty Titles – See Toni Read for assistance with any faculty titles not referenced above.