



Adjunct (Voluntary) Faculty

All assignments for adjunct faculty appointments are one or two year renewable terms. All preceptors must have served as a preceptor for *a period of at least one year prior to applying* for an adjunct faculty position. The College of Nursing will suspend the adjunct status if a faculty discontinues his/her linkages to the College of Nursing. The Faculty, Appointment, Promotion and Tenure committee will evaluate each faculty on a revolving basis (every two years).

Appointment Qualifications

Instructor (Clinical)

Applicants for adjunct clinical instructor should have:

- Graduate Degree
- Professional Michigan License
- Certification commensurate with position (in select cases achieved within six months to one year of appointment)
- Record of beginning clinical scholarship
- Record of beginning professional/community service (related to the profession)

Assistant Professor (Clinical)

Applicants for adjunct clinical assistant professor should have:

- Earned doctorate
- Professional Michigan License
- Certification commensurate with position (in select cases achieved within six months to one year of appointment)
- Record of strong clinical or academic nursing scholarship
- Record of local/regional professional/community service (related to the profession)

Material Submission Checklist: Adjunct (Voluntary) Faculty Appointment

- I. **Letter of Application:** A letter of interest for an adjunct (voluntary) faculty appointment addressed to the Dean. Please include an overview of your credentials along with your area of clinical practice, and appointment objectives (how would you collaborate with the College of Nursing in areas of teaching, research, and service).
- II. **Curriculum Vitae** that is signed and dated. It should include the following:
 - a. Publications (previously published or in press)
 - b. Paper/poster presentations



- c. Funded grants (including the funding agency, name of grant, funds received, and period of funding).
- III. **Letters of Reference:** Two (2) reference letters. The letters of reference must be dated within one (1) year of submission. One letter may be from a College of Nursing faculty, specialty coordinator, or the Associate Dean of Faculty Affairs.
- IV. **Official Transcript(s)**
- V. **Documentation of license and board certification**

Privileges of Adjunct (Voluntary) Faculty

While adjunct faculty appointees within the College of Nursing are not paid, they do enjoy many privileges including:

- Listing in the University Bulletin and the Faculty and Staff Directory
- Use of University stationary for University business
- Use of the name of the University in connection with scholarly and professional activities
- Receipt of University identification card
- Receive appropriate University faculty mailings
- Library privileges
- Open invitation to attend appropriate College of Nursing faculty meetings on academic matters (with voice but without vote)
- Open invitation to attend all appropriate College of Nursing faculty social and honorary functions
- Faculty privileges at the bookstore and ticket offices

Please submit all application materials to:

Manager, Faculty Affairs & Support
College of Nursing
5557 Cass Avenue, Suite 112
Cohn Building
Detroit, MI 48202