

University Policy to Determine the Cadre of Regular Part-Time Faculty  
For Purposes of Hiring Part-Time Faculty in Compliance with the EEO-AA Hiring  
Procedures

*(Proposed November 11, 2008)*

The regular cadre of part-time faculty are those part-time faculty who regularly teach at the University in a part-time capacity. For the purposes of searching and selecting part-time faculty to teach courses at the University, members of the regular cadre may be rehired without a formal search process, as long as they have taught the same or similar course at least one time in any term within the last four years, including special terms, summer terms, and intersession, as well as fall and spring.

Additionally, members of the full-time professional and administrative staff of The University, as well as emeriti faculty members, are members of the regular cadre, thus exempted from the formal search process.

It is the chairperson's or Dean's prerogative not to hire a member of the regular cadre to teach a course, in which case the formal search process would be followed.

The Provost's Office will distribute a list of regular faculty to each hiring Dean's office each semester. The list will be consulted to determine if a search must take place. If there is a question as to whether a part-time faculty member can be rehired without a search, the Dean will make the final determination, in consultation with the Associate Provost for Academic Affairs.