

 <p>Policies & Procedures Manual</p>	# Pages: 1 of 2	Policy Number: AC-02-06
	Approved by: Learning Council	
Section: Academic Appointments	Effective Date: October 26, 2021	
Title: Senior Scholar Appointments	Reviewed: October 19, 2021	
	Replaces: February 9, 2015	

1. POLICY STATEMENT

University College of the North (UCN) recognizes that its teaching and research programs may benefit from the expertise of Senior Scholar appointed faculty members who bring knowledge and skills of value to the University College.

2. PURPOSE OF POLICY

To provide an opportunity for retired faculty members to maintain an active presence in the academic unit from which they retire.

3. PROCEDURE FOR APPOINTMENT

- 3.1 The Dean or Director of the Academic Unit will recommend the appointment of a Senior Scholar.
- 3.2 The following information and documentation are to be submitted to the Vice-President Academic and Research, in support of the appointment or reappointment:
 - 3.2.1 A cover letter signed by the Dean/Director;
 - 3.2.2 A curriculum vitae;
 - 3.2.3 A brief description of the proposed research and/or scholarship;
 - 3.2.4 Any other supporting documentation the applicant wishes to submit.
- 3.3 The President will ratify the appointment.

4. CRITERIA AND QUALIFICATIONS FOR APPOINTMENT

- 4.1 A Senior Scholar is an individual who:
 - 4.1.1 Has retired from a full-time academic appointment, or from a reduced academic appointment at UCN;
 - 4.1.2 Normally holds no other academic appointment at the University College;
 - 4.1.3 Wishes to continue or engage in active research and scholarship at the University College;
 - 4.1.4 Has been recommended for appointment as a Senior Scholar by the Dean/Director and whose appointment has been approved by the President.

- 4.2 In exceptional circumstances the President may consider the appointment as a Senior Scholar of an individual who does not fulfill all of the criteria described in clause 4.1.
- 4.3 Senior Scholars shall normally be appointed for an initial term not exceeding three years (3) and may be reappointed for successive terms, each term not to exceed three (3) years.
- 4.4 Senior Scholars may have such access to office or laboratory space, administrative assistance, computer services and other academic support services as may be deemed appropriate by the head of the academic unit concerned.
- 4.5 Senior Scholars are encouraged to apply, where eligible, for grants and contracts under the aegis of the University College.
- 4.6 Senior Scholar appointments and any privileges granted to Senior Scholars are entirely ex gratia and discretionary. Those with Senior Scholar appointments are, however, not precluded from also holding sessional or part-time appointments.

5. LOSS OF SENIOR SCHOLAR STATUS

Any or all privileges associated with the senior scholar status may be suspended by the appropriate Dean/Director in consultation with the Vice- President Academic and Research as a result of violations of University College policies and procedures.

6. COMPENSATION

A Senior Scholar is not normally remunerated by UCN. However, if he/she is assigned formal teaching responsibilities, a separate teaching appointment will be made.

7. PRIVILEGES OF APPOINTEES

- 7.1 May use the title of Senior Scholar;
- 7.2 UCN Email account will be provided;
- 7.3 UCN Faculty/Staff ID will be provided;
- 7.4 Access to UCN library services will be provided.

8. RESPONSIBILITIES OF APPOINTEES

- 8.1 Responsibilities include but are not limited to:
 - 8.1.1 Senior Scholars are expected to continue research programs to endeavor to make the results of their work accessible to academics and/or the general public through publications, lectures, or other appropriate means.
 - 8.1.2 Senior Scholars are encouraged to secure external research funds for their continued scholarship.
 - 8.1.3 Senior Scholars are expected to indicate their affiliation with University College of the North in their publication and scholarly work(s).
 - 8.1.4 Senior Scholars are expected to comply with all applicable University College policies and procedures.