

Faculty Handbook
Revisions for 2025-2026

Prepared for Provost Neva J. Specht, Ph.D. by
Jamie Parson, Senior Vice Provost
Lauren Davis, University Program Specialist

March 19, 2026

Table of Contents

Revision 1

4.2 Special Faculty Appointments.....	3
---------------------------------------	---

Revision 2

4.4.8 (a) Special Faculty.....	3
--------------------------------	---

Revision 3

7.3 Appointment, Promotion and Tenure (APT) Committees.....	4
-------------------------------------------------------------	---

Revision 4

7.4.1 Composition of Faculty Search Committees.....	4-5
-----------------------------------------------------	-----

Revision 5

7.4.2 Chair of Faculty Search Committees.....	5
-----------------------------------------------	---

Revision 6

3.9.7 Reappointment Contract.....	5-6
-----------------------------------	-----

Black = Existing Handbook Language

Red = Proposed New Handbook language

The following recommended Faculty Handbook revisions are the result of actions by the UNC System Policy Updates and approvals by the Provost and Chancellor during the academic year 2025-2026.

Revision 1:

Reason for Request:

Compliance with UNC System policy

Current Language:

4.2 Special Faculty Appointments. Special Faculty appointments are part-time faculty, adjunct faculty, visiting faculty, artists-in-residence, writers-in-residence, practitioners-in-residence, executives-in-residence, lecturers, clinical faculty, research faculty, postdoctoral fellows, or other special categories. Such appointments are not ones in which the occupant may be granted permanent tenure. Prior to initial appointment, subsequent appointment, or promotion, the credentials of Special Faculty shall be reviewed by the appropriate departmental committee (e.g., Faculty Search Committee or APT Committee) in accordance with the procedures set forth in the AASOP.

Proposed Language:

4.2 Special Faculty Appointments. Special Faculty appointments are part-time faculty, adjunct faculty, visiting faculty, artists-in-residence, writers-in-residence, practitioners-in-residence, executives-in-residence, lecturers, clinical faculty, research faculty, **teaching faculty**, postdoctoral fellows, or other special categories. Such appointments are not ones in which the occupant may be granted permanent tenure. Prior to initial appointment, subsequent appointment, or promotion, the credentials of Special Faculty shall be reviewed by the appropriate departmental committee (e.g., Faculty Search Committee or APT Committee) in accordance with the procedures set forth in the AASOP.

Revision 2:

Reason for Request:

Compliance with UNC System policy

Current Language:

4.4.8 (a) Initial appointments for Special Faculty shall be for a minimum of (1) semester or up to a maximum of one (1) academic year. Any subsequent appointments may be for a minimum of one (1) semester, or up to a maximum of three (3) academic years. Any exceptions to these terms must be approved by the Provost and Executive Vice Chancellor or the Provost's designee in advance.

Proposed Language:

4.4.8 (a) Initial appointments for Special Faculty shall be for a minimum of **one** (1) semester or up to a maximum of one (1) academic year. Any subsequent appointments may be for a

minimum of one (1) semester, or up to a maximum of three (3) academic years. **Full-time Special Faculty members may be appointed to three (3) consecutive terms of one (1) year. After three (3) consecutive terms of one (1) year, subsequent appointments should be for more than one (1) academic year, up to a maximum of three (3) academic years.** Any exceptions to these terms must be approved by the Provost and Executive Vice Chancellor or the Provost's designee in advance.

Revision 3:

Reason for Request:

Compliance with UNC System policy

Current Language:

7.3 Appointment, Promotion and Tenure (APT) Committees. Each department (or other comparable academic unit; hereafter "Department") shall have an APT Committee. The APT Committee shall consist of all tenured faculty in a Department but shall not be smaller than four (4) total faculty members. In Departments with fewer than four (4) tenured faculty members, the APT Committee members shall nominate and elect tenured faculty from allied disciplines on campus to comprise a total of four (4) members. The faculty from other Departments shall serve for a term of one year. Additional APT Committee procedures are set forth in the AASOP.

Proposed Language:

7.3 Appointment, Promotion and Tenure (APT) Committees. Each department (or other comparable academic unit; hereafter "Department") shall have an APT Committee. The APT Committee shall consist of all tenured faculty in a Department **and may include voting-eligible Special Faculty. Special Faculty member(s) of the APT Committee may attend all meetings, but can only vote on decisions related to Special Faculty. The APT Committee shall not have fewer**~~be smaller~~ **than four (4) total tenured** faculty members. In Departments with fewer than four (4) tenured faculty members, the APT Committee members shall nominate and elect tenured faculty from allied disciplines on campus to comprise a total of four (4) **tenured faculty members. The faculty from other Departments shall serve for a term of one year. Faculty from other Departments and Special Faculty shall serve one (1) year terms.** Additional APT Committee procedures are set forth in the AASOPs **and departmental/unit foundational documents.**

Revision 4:

Reason for Request:

Compliance with UNC System policy

Current Language:

7.4.1 Composition of Faculty Search Committees. For Tenure-Track Faculty Search Committees, only full-time tenured or tenure-track Faculty in the ranks of Instructor, Assistant Professor, Associate Professor, and Professor shall be eligible to serve on the search

committee. For Special Faculty Search Committees, the committee may include any full-time faculty with at least a simple majority of the members being tenured or tenure-track faculty members. Department Chairs shall not serve on faculty search committees in their Departments

Proposed Language:

7.4.1 Composition of Faculty Search Committees. For ~~Tenure-Track~~ Faculty Search Committees, ~~all voting-eligible faculty may serve on search committees. only full-time tenured or tenure-track Faculty in the ranks of Instructor, Assistant Professor, Associate Professor, and Professor shall be eligible to serve on the search committee. For Special Faculty Search Committees, the committee may include any full-time faculty with at least a simple majority of the members being tenured or tenure-track faculty members.~~ Department Chairs shall not serve on faculty search committees in their Departments. ~~Additional procedures are set forth in the departmental/unit foundational documents.~~

Revision 5:

Reason for Request:

Compliance with UNC System policy

Current Language:

7.4.2 Chair of Faculty Search Committees. Departments shall specify in their foundational documents if Faculty Search Committee Chairs shall be appointed by the Dean or Department Chair, elected by the members of the Department, or elected by the Faculty Search Committee. Faculty Search Committee Chairs must be tenured or tenure-track Faculty Members.

Proposed Language:

7.4.2 Chair of Faculty Search Committees. Departments shall specify in their foundational documents if Faculty Search Committee Chairs shall be appointed by the Dean or Department Chair, elected by the members of the Department, or elected by the Faculty Search Committee. ~~Faculty Search Committee Chairs must be tenured or tenure-track Faculty Members.~~

Revision 6:

Reason for Request:

Clarity of timeline

Current Language:

3.9.7 Reappointment Contract. A faculty member who will be reappointed shall receive a new faculty employment contract by the end of the Spring semester. The faculty member shall be notified that they must return their signed faculty employment contract within ten (10) calendar days and that failure to return the signed faculty employment contract within the ten (10) calendar days will be interpreted to mean that the faculty member has declined reappointment.

Proposed Language:

3.9.7 Reappointment Contract. A faculty member who will be reappointed shall receive a new faculty employment contract by the end of the following Spring semester. The faculty member shall be notified that they must return their signed faculty employment contract within ten (10) calendar days and that failure to return the signed faculty employment contract within the ten (10) calendar days will be interpreted to mean that the faculty member has declined reappointment.