The purpose of this document is to serve as a quick reference to the set of faculty and research appointment titles used in the School of Engineering and Applied Science (SEAS) and to the basic policies associated with the use of such titles. University-level policies govern some of the categories of appointments and the reader should refer to the Policy on Academic Freedom, Responsibility, and Tenure for details. In all such cases, the published university documents provide the definitive statement of policy. Other categories of appointments, while consistent in the broadest sense with general university policies, are specific to SEAS and are subject to local administrative procedures, some of which are being summarized in this document.

A. Faculty Appointments

Tenured and Tenure-Track Faculty. Individuals holding these types of appointments are voting members of the SEAS Faculty Assembly and often referred to as regular faculty. The terms of appointment, promotion, termination, etc., are governed by university wide policies. SEAS policies and procedures outline the tenure review process. There are three ranks in this category:

- Professor
- Associate Professor
- Assistant Professor

Joint Appointments: Under the guidelines established by various Memoranda of Understanding between SEAS and other Washington University schools, regular faculty may hold a joint appointment, which divides the faculty member’s support and responsibilities half and half between the two schools. In such cases, tenure is held jointly in the two schools. Faculty members holding such appointments have full voting rights in all departmental and school matters.

Research Faculty. This category of appointments refers to researchers who are neither tenured nor tenure-track and are supported on external funds. Individuals holding such appointments may serve as PIs or Co-PIs on grants and may serve as principal advisors for doctoral students. They cannot have any teaching obligations. Salary support for two years in advance must be available at the time of the initial appointment or renewal, unless the appointment is terminal. Research faculty must pursue independent research and are expected to seek independent funding as PIs or Co-PIs. The terms of appointment, promotion, termination, etc., are governed by university wide policies. There are three ranks in this category:

- Research Professor
- Research Associate Professor
- Research Assistant Professor

Professor of Practice. Such appointments are reserved for individuals with extensive industrial experience having special teaching responsibilities. Responsibilities may include teaching, advising, and program administration, but there is no expectation for the appointee to conduct research. The terms of appointment, termination, etc., are governed by SEAS policy.
Lecturers. Individuals holding such appointments are teachers with salary support from the Department or the School. They cannot be involved in research, but may assume administrative responsibilities for a specific academic program. Holding a terminal degree is generally expected at the time of the appointment. The typical teaching load is two classes per semester. There are three ranks in this category:

   Principal Lecturer
   Senior Lecturer
   Lecturer

Lecturer and Senior Lecturer appointments are one-year appointments renewable on an annual basis, with notification of nonrenewal taking place no later than April 15 for the next academic year, i.e., July 1 or September 1 of the same calendar year.

Principal Lecturers are expected to provide outstanding leadership in the educational programs of the School. This leadership can be demonstrated by the development of new educational programs and/or being instrumental in obtaining significant external financial support for education initiatives in the School. In other words, this is primarily a teaching appointment (like the Lecturer or Senior Lecturer appointment), but has flexibility to engage in funding activities that have an educational component. Principal Lecturers are appointed for up to 3 years, subject to satisfactory performance. By April 15 of the final year of their appointments, Principal Lecturers will be notified whether the School will renew the appointment for an additional term.

Visiting Faculty. Such positions are temporary one to two-year appointments. Support for such appointments is from external sources, unless engaged in teaching or assigned specific administrative responsibilities. The rank is usually commensurate with that being held at the home institution. International scholars, who lecture or do research in the School on a regular basis for short visits, are included in this category. There are three ranks in this category:

   Visiting Professor
   Visiting Associate Professor
   Visiting Assistant Professor

Adjunct Faculty. Individuals in this category are part-time instructors, paid on a course-by-course basis. The title associated with such a position is:

   Adjunct Instructor

Faculty in Retirement: Two types of appointments may be granted to retired members of the SEAS faculty. The basic qualifications for each of these two appointment types are as follows:

   Senior Professor—a retired faculty member who desires to continue to be active through teaching, research or service. Under certain circumstances, compensation commensurate with any service responsibilities one might assume is permitted. Teaching rates must be standardized across the entire School. A senior professor may serve as PI and Co-PI on research grants and may teach. Senior Professor may change to a Professor Emeritus appointment.

   Professor Emeritus—an honorary position granted to a retired faculty who achieved professional prominence or performed a great service to the university community. The department initiates the nomination to be submitted for approval by the Dean.
Title of Standing. Regular or research faculty from other schools or departments in the University who are active in the School affairs may be granted a title of standing appointment upon Department Chair approval. All SEAS Title of Standing Appointments must be renewed every three years. Such appointments do not involve any payments by the School and do not grant any voting rights on departmental and school matters. The rank designation is consistent with that in the home department, i.e.

- Professor
- Associate Professor
- Assistant Professor

B. Non-Faculty Research Appointments

Researcher. Individuals holding such appointments are researchers supported on external funds. They work under the supervision of a faculty member or his/her designate. Salary support for two years in advance must be available at the time of the initial appointment or renewal, unless the appointment is terminal. These non-faculty positions are distinguished from research faculty in that they may teach classes, but may not serve as PI or Co-PI on grants and contracts and may not serve as principal advisors for doctoral students.

Titles associated with Researcher (non-faculty) include:

- Research Scientist
- Research Associate
- Senior Research Associate

Visiting Research Associate. This appointment may be held by doctoral students and researchers who visit SEAS from collaborating institutions. The title associated with this position is:

Visiting Research Associate (Visiting Researcher may be used internally as a department title).

C. Postdoctoral Appointments.

University-wide, postdocs are appointed in the titles of Postdoctoral Research Scholar (non-employee status) or Postdoctoral Research Associate (employee status). Postdoctoral training is limited to five years, includes time spent in either title or at other institutions, and excludes clinical training. Individuals holding such appointments are recent graduates with a doctoral degree and are supported on external funds, often on training grants. The salary/stipend level must be consistent with university regulations and the guidelines of the sponsor. Effective 7/1/13 the minimum salary/stipend within SEAS will be $39,264.

D. Other Appointments.

Courtesy Appointments. This appointment category is used for individuals who are affiliated with the university in a non-employee capacity. This appointment provides individuals with access to university libraries, the athletic complex and any other specifically designated locations. Generally, it does not entail any financial obligations on the part of SEAS. A university ID must be processed through the HR office.
Guest. Upon Chair or Dean approval, a guest ID may be obtained for visitors or other non-employees with a short-term, informal affiliation with the School. IDs can be issued for up to one year and renewed annually.