5. Category I Appointments

Persons whose instructional load is at least one-half the normal load spread through the academic year may be appointed Professor (part-time), Associate Professor (part-time), Assistant Professor (part-time) or Instructor (part-time). These part-time appointees will have responsibility for teaching, scholarly activity, and service to the University community, and will be extended full voting privileges. The conditions of appointment to a Category I part-time position are as follows:

a. Appointment to one of the above-mentioned part-time ranks shall be granted only to those who meet the professional qualifications for appointment to the corresponding full-time rank.

b. Appointments shall be for one year during the first four years of service. Notification of renewal of appointment for the first three years of service shall be made in March of the preceding year; for the fourth and subsequent years until the tenure review, notification shall be made at least twelve months before the expiration of the appointment.

c. In the notification of terms and conditions of renewal, the appointee’s teaching load will be specified as a fraction of a normal full-time load. Annual salary and non-teaching responsibilities, such as governance, advising, and research, will be determined as that fraction of the salary and non-teaching responsibilities appropriate to the corresponding full-time rank.

d. Standards for promotion of Category I faculty will be the same as for full-time faculty.

e. Procedures for tenure and promotion of Category I faculty members are comparable to those for full-time, tenure stream faculty. However, because of the special importance of institutional need in these positions, normally no countable time will be given. Extensions of the probationary period will be made in accordance with the rules established for full-time faculty (see pages 27-29 of the Handbook).

i. Category I faculty members will undergo the first review in the spring of their fourth year of teaching at Colgate. The Fourth Year Review is based on the quality of the individual’s teaching, scholarly promise in addition to the Ph.D. dissertation, and service to the University. A decision to terminate a Category I faculty member in the tenure stream after the fifth year will be made on the basis of considerations (1) - (4) outlined for full-time faculty at Third Year Review (see pages 48-49 of the Handbook).

ii. In the spring of the sixth year of teaching, institutional need for the position by the department, program, and university (consideration (5) under Third Year Review for full-time tenure stream faculty, see pages 48-49 of the Handbook) will be evaluated. The evaluation of institutional need in the Sixth Year Review will be based on the original need for the position as well as the evolution of the position. If it is concluded that the position is no longer needed, then the Category I faculty member will be given a terminal contract for one additional year at Colgate.

iii. If institutional need for the position is established in the Sixth Year Review, then the Category I faculty member will stand for tenure and promotion to associate
professor in the fall of his or her ninth year of teaching at Colgate. The tenure review will be based solely on the achievement of the faculty member; institutional need for the position will not be a consideration. As is the practice with other tenure-stream appointments at Colgate, unsuccessful Category I candidates for tenure will receive terminal contracts for one additional year at Colgate.

f. Dismissal procedures shall be the same as for full-time faculty members.

g. Appointees may apply for leaves of absence without pay on the same basis as full-time faculty. Such leaves of absence, while not counting as service, will not affect their standing with regard to notification and benefits.