

MEMORANDUM

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Date: Tuesday, November 1, 2011

To: Ms. Karen Roche, University Secretary

From: Mark Gallagher, Chair, Ad-Hoc Committee to Review Adjunct and Professional Associate Policy.

Subject: Report of the Ad-Hoc Committee.

Since our inaugural meeting on June 22nd the committee has met several times to work through our existing Senate policies regarding Adjunct (Internal and External) and Professional Associate Appointments.

We have developed a draft policy document for External Adjunct Professors, and a second policy for Internal Adjunct Professors. We intend to send out a communications bulletin shortly seeking feedback from the university community on these two documents.

The committee continues to work on the Professional Associate policy.

Mark Gallagher, Chair.