

# COURTESY DESIGNATION: IN-RESIDENCE FACULTY SAN FRANCISCO STATE UNIVERSITY

*This policy is intended to clarify the designation process and responsibilities of the courtesy title of "In-Residence" faculty, and does not alter the policy or procedures governing the appointment of temporary faculty. If an "In-Residence" faculty member is to receive a salary, s/he may be designated as an "In-Residence" faculty but must be hired as a Lecturer in accordance with the normal procedures and guidelines found in Article 12 of the Collective Bargaining Agreement and Academic Senate policy F99-160.*

**Definition.** In-Residence Faculty are individuals who have distinguished themselves in a field. Terminal degrees are generally not a requirement for such titles. Variants in this general title include Artist-in-Residence, Diplomat-in-Residence, Professor-in-Residence, and Teacher-in-Residence.

## **Titles.**

- ◆ **Artist-in-Residence.** Most often, these individuals are creative artists (e.g. writers, musicians, artists, choreographers, sculptors) who have distinguished themselves in their field and who may provide unique opportunities for SFSU students and faculty to pursue creative endeavors through their affiliation with SFSU. Artists-in-Residence may teach; advise and/or supervise students; pursue creative endeavors with SFSU colleagues and students; attend and offer departmental performances, exhibits, or colloquia; or carry out other university and public service consistent with their assignments.
- ◆ **Diplomat-in-Residence.** An individual in this category will be a person who has distinguished him/herself in world or local government and/or politics as a public official or dignitary, who possesses a high rank or holds a position of influence or honor, or is retired from such a position (e.g. former Ambassador or Head of State). Diplomats-in-Residence may provide professional opportunities for SFSU faculty and students through their unique expertise and through affiliations with other institutions and offices. Diplomats-in-Residence may teach, mentor and/or supervise students, pursue research or scholarly endeavors with SFSU faculty and students, attend and offer departmental colloquia, and/or carry out other university and public service consistent with their assignments.
- ◆ **Professor-in-Residence.** Most often, these individuals are persons with professional expertise and qualifications (for example, in business, industry, or health-related institutions.) Typically, this would be a corporate officer or other licensed professional who may provide opportunities for SFSU faculty and students to link with other institutions and facilities and who are able to bring real-world practice into the classroom. Professors-in-Residence may teach, advise and/or pursue research or scholarly endeavors with SFSU faculty and students, attend and offer departmental colloquia, or carry out other university and public service consistent with their assignments.

◆ **Teacher-in-Residence.** A Teacher-in-Residence is an individual who is recognized as an outstanding teacher or administrator, generally hired by the College of Education to provide unique learning opportunities for SFSU students and faculty through shared expertise and/or affiliations with other institutions and offices. Teachers-in-Residence may teach, mentor and/or supervise students, pursue research or scholarly endeavors with SFSU faculty and students, attend and offer departmental colloquia, or carry out other university and public service consistent with their assignments.

**Review and Designation Process.** Departments/programs are expected to submit a request to the college dean. The college dean will forward the request for designation to the Dean of Faculty Affairs for approval. The request must include:

- C.V. of the proposed In-Residence employee;
- Indication by the proposed In-Residence employee of his/her willingness to accept the designation;
- Rationale and recommendation by department chair;
- Recommendation by the college dean;
- The start and end dates of the designation, which is not to exceed a period of one year.

The request may be initiated by the college dean. In such cases, the dean is expected to consult with the department. IN addition to the above, the request must include:

- Rationale and recommendation by the college dean;
- Recommendation by the department chair.

The Office of Faculty Affairs will keep a record of Faculty In-Residence courtesy designations will review the currency of courtesy titles on a yearly basis.