

GUIDELINES ON FACULTY TITLE MODIFIERS:
Courtesy, Honorary, Affiliated Clinical, Industry
University of Florida

UF Regulation 7.003 allows the addition of the modifiers Courtesy, Honorary, Affiliated Clinical or Industry to other faculty titles (with some exceptions). These are non-tenure-accruing modifiers. They are not compensated, except in the case of the “Industry” modifier, which may be paid with Other Personnel Services (OPS) funds only. Departments that wish to use these faculty title modifiers should follow these “Guidelines.”

1. Create written college and/or departmental policies regarding the application and monitoring of the modified titles, and the duties and responsibilities of an appointee. (Note: adoption of these “Guidelines” may constitute that policy.)
2. Require that the individual who wishes to be appointed provide a *curriculum vitae*, an explanation of how the appointment will benefit the applicant and the department, and a letter of support from at least one current faculty member sponsor.
3. Provide for departmental review of the application and a vote by departmental faculty eligible to vote on faculty hires. Note: as with all hires, this vote will be advisory to the chair.
4. Each appointment should be time-limited. Most appointments should be for 1-2 years, but appointments should be for no longer than three years, with possible renewal using the application process. The department chair should monitor these appointments annually and close out any that are more than three years old, or are no longer making a positive contribution to the department. These appointments provide no on-going interest in a position, are not covered by any bargaining agreement, and may be ended at any time.
5. At the time of the appointment, the chair must notify an appointee in writing of their responsibilities, assignment, and duties, the time limits and at-will nature of the appointment, and that the appointment is not tenure-eligible.

Note that because these positions are not compensated (except potentially an “Industry” appointment), they may not be paid from any University funds, including OPS, grant funds, etc. This also means that the individual may not provide services to the department, a grant project, or any other duties for which faculty normally would be compensated.

6. Note that appointees using these modifiers are members of the department for the term of the appointment and for the purpose of the assignment of duties and responsibilities. The department should determine on what matters appointees may attend, speak at, and/or vote on departmental matters subject to the policy of the department, college, and/or University. Appointees are supervised by the chair.
7. It is a good practice to include a list of faculty appointees with these modified titles in a separate section of the departmental web page. That information should be monitored and updated annually.

For questions on these “Guidelines,” or policies generally related to the use of title modifiers, email PVFA@aa.ufl.edu