

**Department of Plant Science**  
**University of Manitoba**  
**Policy on Adjunct Professors**

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The status of adjunct professor is made available to enable the contributions of scholars and researchers who are not faculty members at the University of Manitoba. Adjunct professors constitute an important resource that complements and expands the teaching and research expertise already available in the Department of Plant Science.

**Method of Recommendation**

Individuals wishing to become adjunct professors in the Department of Plant Science must be recommended by an academic staff member(s) who is seeking their cooperation and expertise. The value of this association to the department must be thoroughly outlined, as well as activities with which the individual could become involved. This recommendation and a current curriculum vitae will be reviewed by Plant Science Department Council. The individual wishing to become adjunct professor will be asked to deliver a 20-30 minute seminar (in person, online or through conference call) to Department Council. The seminar should focus on the research interest. The last five minutes should address how the individual could contribute to the teaching duties of the Department (at the graduate and/or undergraduate level). The individual must provide evidence that their employer supports their appointment as adjunct professor. If approved by Department Council, a recommendation will be made to the Faculty of Graduate Studies to appoint the individual as adjunct professor. Appointments are for up to three years with possibility for renewal.

The role of an adjunct professor is not only that of a graduate student advisor/committee member. An adjunct professor is required to participate in departmental activities which may include:

- Teaching a few hours per year in undergraduate and/or graduate courses;
- Service on the Advanced Plant Science Seminar Committee;
- Consultation in graduate curriculum development.

Adjunct professors who have not previously advised a graduate student at the University of Manitoba will initially assume the role of co-advisor of students. They will not be an advisor until a student has graduated under their co-supervision role.

Adjunct professors are expected to familiarize themselves with, and follow departmental and university regulations and procedures related to all university activities in which they are involved. Adjunct professors will assume a full administrative role on advisory committees of graduate students under their supervision. A graduate student advisor is expected to ensure compliance with the procedures and regulations governing graduate students. Adjunct professors are expected to attend as many graduate student seminars as possible and are encouraged to attend departmental functions.

**Activity Report**

Adjunct professors will provide a short written report to the Head, Department of Plant Science by February 1 each year, outlining their activities as adjunct professors. Reappointment will be contingent upon meeting the expectations and fulfilling the responsibilities outlined above.