

Expert (or “X”) in Residence Title

In the normal course of business, a department or college may wish to hire a subject matter expert for the purposes of student/community engagement or for classroom exposure to ideas or experiences that would otherwise not have been available through traditional academic instruction. Contingent upon approval of the Provost, an employee can be hired for such purposes, using the title Expert (or ‘X’) in Residence. Appointments must adhere to the provisions consistent with USG Policy 8.3.8 for Non-Tenure Track Personnel and are not eligible for tenure.

Qualifications

- Candidates will be subject matter experts in their chosen field, demonstrable as observed through their career or life experience, education, or accomplishments.
- Candidates will bring a unique and innovative approach to classroom and/or community engagement and their employment must demonstrably benefit the graduate or undergraduate programs of their academic unit.
- Candidates will hold a terminal degree or equivalent experience in their field of expertise.

Rank and Title

This title will not hold academic rank and will not be eligible for tenure. This position will be titled as ‘Expert in Residence’ and may hold a business title of ‘X in Residence,’ where X is the discipline or field where the candidate holds their specialization.

Procedural Guidelines

- Faculty appointments at Georgia State, anticipated to exceed two years, require a competitive search. Experts in Residence not hired through a competitive search can be given a ‘limited term’ appointment for one academic or fiscal year, and may be reappointed for a maximum of one additional year, not to exceed a total duration of 2 years.
- Before initiating a search or submitting a hiring packet, the Dean or equivalent executive of the college-level unit must contact the Provost to discuss the details of the anticipated position.
- Appointments made subsequent to a competitive search are for a one year term, are renewed at the discretion of the Chair and Dean, and only renewed upon a positive review of annual performance.
- Appointments may be full-, part-time, or unpaid (adjunct). Eligibility for benefits will follow normal Georgia State employment policies.
- Each request to hire in a full time capacity will follow the same procedure as hiring a regular, full-time non-tenure track faculty member and requires approval from the Provost before an offer can be extended.
- Requests to hire Experts in Residence that do not follow these procedural guidelines are at risk of being delayed and/or returned to the unit.

BOR Policy Manual - 8.3.8 Non-Tenure Track Personnel

USG institutions are authorized to establish professional positions designated as non-tenure track positions. Each institution shall prepare annually, along with its budget, a list of positions so designated for signations submitted during the budget year that must also be approved by the Chancellor or his/her designee. Positions designated as non-tenure track positions or as tenure track positions may be converted to the other type only with approval by the institution president. (BoR Minutes, August 2007).

Non-tenure track positions may be established for full-time professional personnel employed in administrative positions or to staff research, technical, special, career, and public service programs or programs that are anticipated to have a limited lifespan or that are funded, fully or partially, through non-USG sources. There shall be no maximum time limitation for service in positions in this category.

The following provisions shall apply to all non-tenure track professional personnel:

1. Individuals employed in non-tenure track positions shall not be eligible for consideration for the award of tenure.
2. Probationary credit toward tenure shall not be awarded for service in non-tenure track positions, except for lecturers and senior lecturers.
3. Notice of intention not to renew contracts of non-tenure track personnel who have been awarded academic rank (Instructor, Assistant Professor, Associate Professor, Professor) shall follow the schedule required for tenure track personnel. This schedule of notification shall not apply to other professional personnel.
4. Individuals employed in non-tenure track positions may apply on an equal basis with other candidates for tenure track positions which may become available.

The transfer of individuals from tenure-track positions to non-tenure track positions shall be effected on a voluntary basis only (BoR Minutes, 1982-83, pp. 255-256).