

Regulations on the Appointment of Adjunct Faculty

Article 1 (Purpose)

The purpose of these Regulations is to prescribe matters concerning the personnel administration of adjunct faculty members (hereinafter referred to as “Adjunct Faculty”) appointed from employees of industry at Woosong University (hereinafter referred to as the “University”), and to ensure fairness in faculty personnel administration.

Article 2 (Definitions, etc.)

1. The term “Adjunct Faculty” refers to individuals appointed as adjunct faculty from among employees of industry in accordance with Article 17 of the Higher Education Act, Article 7(2) of its Enforcement Decree, and Article 2(4) of the Faculty Personnel Regulations.
2. The term “Primary Affiliated Institution” refers to the organization where the Adjunct Faculty member is employed as a full-time regular employee.

Article 3 (Qualifications)

1. Adjunct Faculty shall meet the qualifications prescribed under Article 16 of the Higher Education Act and the “Standards for University Faculty Qualifications,” and shall satisfy all of the following:
 - a. A person whose teaching subject is closely related to their duties at the Primary Affiliated Institution and who has at least three years of relevant experience;
 - b. A currently employed full-time staff member at the Primary Affiliated Institution;
 - c. A person assigned to teach courses requiring practical field experience in industry rather than purely theoretical subjects.
2. Notwithstanding Paragraph 1, the President may appoint Adjunct Faculty where deemed necessary.

Article 4 (Duties)

1. Adjunct Faculty shall perform the following duties:
 - a. Lecturing or supervising laboratory/practical training at the University (including on-site lectures and field training in industry);
 - b. Conducting joint research with full-time faculty;
 - c. Providing career guidance, supervising employment clubs, and supporting educational and research activities;
 - d. Conducting industry-based lectures or practical training.
2. Adjunct Faculty shall, in principle, be assigned up to 9 hours of teaching or practical instruction per week; however, this may be extended to up to 12 hours if deemed necessary by the President.

Article 5 (Appointment Procedures)

1. Adjunct Faculty shall, in principle, be appointed through open recruitment; however, candidates may be recommended by the head of the department.
2. In the case of appointment by recommendation, the department head shall submit a utilization plan and recommendation letter to the Office of Strategic Planning at least one month prior to the beginning of the semester.
3. In the case of open recruitment, details such as field, number of positions, and qualifications shall be publicly announced through newspapers, information networks, or the University website, and candidates shall be selected accordingly.
4. The President shall review the qualifications of recommended or applied candidates and appoint them following deliberation by the Faculty Personnel Committee.
5. A letter of consent from the head of the Primary Affiliated Institution must be submitted upon

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application or recommendation.

Article 6 (Contract Period)

1. The contract period for Adjunct Faculty shall be one year and may be renewed.
2. The maximum contract period shall not exceed five years, including the initial contract; however, exceptions may be made with approval from the President.

Article 7 (Title)

Adjunct Faculty shall not be classified by rank and shall be uniformly designated as “Adjunct Professor.”

Article 8 (Compensation and Benefits)

1. Adjunct Faculty shall be paid a prescribed allowance.
2. The type, scope, amount, and method of payment shall be determined separately by the President.
3. Adjunct Faculty may use University facilities in connection with their duties under Article 4.

Article 9 (Termination of Contract)

1. The President may terminate the contract of Adjunct Faculty, even during the contract period, upon deliberation by the Faculty Personnel Committee, in any of the following cases:
 - a. Loss of position at the Primary Affiliated Institution;
 - b. Request for termination by the head of the Primary Affiliated Institution;
 - c. Average lecture evaluation score below 4.0 over the most recent one year;
 - d. Conduct deemed detrimental to the reputation of the University.
2. When any of the above occurs, the department head shall request contract termination from the President.
3. If an Adjunct Faculty member loses their position during a semester, termination shall, in principle, take effect at the end of the semester, considering academic operations; however, immediate termination may occur in cases of serious misconduct.

Article 10 (Application of Other Regulations)

Matters not specified in these Regulations shall be governed by the University’s Faculty Personnel Regulations, and any additional matters shall be determined by the President.