SECTION: Faculty & Staff
TOPIC: Faculty Adequacy
Approved: Signature on File

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POLICY

The College shall recruit and sustain a sufficient and appropriately trained faculty to meet its mission and objectives. The College shall implement a staffing model for the faculty that is inclusive of osteopathic physicians, basic scientists, and other qualified instructors.

RESPONSIBLE OFFICIAL(S):

President, Provost, School Deans, Assistant Dean of Faculty Affairs

PROCEDURE:

1. The Schools of the College shall complete an annual curriculum plan for its degree programs by April 1 for the succeeding academic year. The curriculum plan shall include a rubric for determining faculty requirements.
2. The School shall apply the approved faculty adequacy rubric to its curriculum to determine its faculty needs by May 1 for the succeeding academic year. This assessment shall include coursework both at the College's campus locations and at core affiliate training sites.
3. The projected faculty needs for service activities, including admissions interviews and selections shall be determined according to projections for class size and the applicant pool.
4. The projected faculty needs to meet research time and effort obligations shall be determined by contractually protected FTE.
5. The projected faculty needs for all additional administrative requirements of the College shall be determined by contract, bylaws, policies and business plans.
6. The several needs assessments shall be compared to the roster of appointed faculty to determine the availability of a sufficient pool with appropriate scope of training and in the anticipated training venues to meet degree program curricular requirements of all students and all required administrative functions. The School Dean or designee shall prepare an annual report of findings and recommendations no later than June of each academic year for submission to the Provost or President.
7. The College shall through this process identify and anticipate any deficiency in faculty number, qualification or distribution that will prevent the full conduct and administration of its degree programs for all of its enrolled students. Any such deficiency shall be remedied through the identification and recruitment of additional qualified faculty without compromise to the curriculum or administration of the degree program.

CROSS REFERENCE: