

Policy Number: 60-04.01¹**Policy Title: Faculty Enrollment in Degree/Certificate Programs****Effective Date: October 28, 2011**Page 1 of 2

1. Policy Statement

It is desirable for OHSU School of Nursing (SON) faculty to advance their learning and obtain additional academic degree(s) or specialty credential(s). Therefore, SON faculty, defined as a full- or part-time SON employee who holds faculty rank of lecturer, instructor, assistant professor, associate professor, or professor may apply for admission to SON degree/certificate programs.

If accepted for admission, individual faculty, his/her supervising faculty, and the director of the program in which the faculty plans to matriculate must agree that there are no apparent conflicts of interest or work load commitments. A documented management plan must be developed if a conflict(s) is identified.

- While enrolled in a SON degree/certificate program: Faculty members may not be faculty of record for courses, provide clinical supervision, or act as a formal academic advisor to students in the program in which the faculty member is enrolled; and
- Faculty members may attend faculty governance council and committee meetings; however, s/he must resign any faculty governance committee or council memberships and related voting rights. Eligibility and voting rights will be re-granted when the faculty member completes the degree/certificate program requirements or is no longer enrolled in the program. Exceptions to this policy can be appealed to the School of Nursing Dean.

2. Implementing Procedures

| Responsible Party: | Action: |
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| SON Faculty Member Enrolled in a SON Degree/Certificate Program | Responsible for coordination of faculty assignments/responsibilities with appropriate Program Director. <ul style="list-style-type: none">• Responsible for informing the Faculty Executive Committee of matriculation in a SON degree/certificate program |

¹ Previously numbered SON Policy 10-06.01

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| SON Faculty Executive Committee | Removes identified SON faculty voting rights and faculty member from future Council/Committee ballots through their enrollment in SON degree/certificate program <ul style="list-style-type: none">• Works with appropriate committee(s) if a Council/Committees resignation is warranted |
| SON Faculty Member Enrolled in a SON Degree/Certificate Program | Informs SON Faculty Executive Committee when completed or no longer enrolled in SON academic program |

Implementation Date: July 24, 1984

Revision History: 11/21/2000, 12/2003, 1/8/2008

Related Policies and Procedures:

Responsible Office²: Faculty Affairs Committee

Supersedes:

Key Words:

² The Chair of the Faculty Committee/Council or Official Administrative Unit responsible for oversight