

Policy Number: 60-04.01¹

Policy Title: Faculty Enrollment in Degree/Certificate Programs

Effective Date: February 16, 2023

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1. Policy Statement

OHSU School of Nursing (SON) fully supports our faculty in their desire 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:
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

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, 10/28/2011

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