

## Preface

This Adjunct Faculty Handbook was prepared by the Office of the Vice President for Academic Affairs, with the assistance from representatives of the Faculty Senate, to:

- Outline the University structure, functions, general policies and procedures;
- Provide assistance in dealing with matters with which the individual faculty member may be unfamiliar;
- Identify and encourage use of University services which are available to support academic activity; and
- Afford ready access to basic materials that guide the conduct of University functions.

Emphasis is placed on general University responsibilities and policy. Detailed procedures are left to other communications.

Suggestions for improving the *Faculty Handbook* should be directed to the Faculty Senate Faculty Committee or the Office of the Vice President for Academic Affairs.

This *Adjunct Faculty Handbook* has been prepared for general informational purposes only. No statement appearing in the *Faculty Handbook* constitutes a contractual obligation by the A&M Board of Regents or Oklahoma State University - Oklahoma City. If any policy statements of the A&M Board of Regents or the University are in contradiction to statements appearing in the *Faculty Handbook*, such official policy statements will be deemed to control over the statements appearing in this document. **The A&M Board of Regents and the University reserve the right to alter the terms of official policy statements and/or this *Faculty Handbook* at any time, without advance notice.**