Glossary

Academic Support. The general functions of the university that support and enhances education. Includes libraries, museums, graduate school, and dean’s offices.

Administrators. Employees who have primary responsibility for management of the institution or specific departments or subdivisions. Examples include the president, vice presidents, deans, and directors of major administrative units.

Admitted Student. Students who are formally admitted to university degree or certification programs.

Auxiliaries. Departments or subunits that offer services to students and members of the faculty and staff for a fee, without support from state general fund appropriations. Examples include housing, dining halls, student health center, student union, printing, and parking.

 Classified Employees. Employees who, under state law, are not appointed with faculty rank or are specifically exempted. They are governed by rules and regulations published and administered by the Personnel Division of the Executive Department of the State of Oregon and/or by the terms and conditions of collective bargaining agreements.

Clerical, Secretarial. Employees whose assignments are typically clerical or secretarial in nature. Examples include bookkeepers, clerk typists, payroll clerks, and library clerks.

Courtesy Appointments. Academic rank appointments offered on a purely courtesy basis. No salary or wages are involved.

Faculty. The faculty designation includes instructional, research, adjunct, and visiting faculty members. Adjunct faculty are members who hold regular positions outside the university (e.g., physicians, lawyers, architects) and who are temporarily hired for teaching, research, or service to make use of their special talents or knowledge. Visiting faculty are members who come to the university from another institution for an appointment of a year or less, sometimes to fill a temporary vacancy.

Graduate Assistants. Graduate assistants include teaching assistants, who teach in the classroom, lead discussion sessions, and grade student work, and research assistants, who are paid from research grants to work on faculty research projects.

Instruction. Units of the university that offer courses and teach students are included in the category.

Instructional Faculty. Faculty members responsible for the instructional programs who hold the rank of professor, associate professor, assistant professor, instructor, lecturer, research associate, research assistant, or the equivalent of any of these academic ranks. Does not include graduate teaching assistants or graduate research assistants.

Non-Admitted Student. Students who are not admitted to university degree or certification programs. Enrollment is limited to a maximum of eight credit hours per term. Non-admitted students usually take courses through the Community Education Program.

Officers of Administration. Employees whose primary assignments are administrative tasks related to the operation of the university. They are appointed to fixed-term contracts of one or two years and are not eligible for tenure within their administrative roles.