

DESCRIPTIONS OF RESEARCH POSITIONS

Research Associate

Definition

Research associates must have earned the Ph.D. or appropriate terminal degree. Appointments are made, with the approval of the department chair or dean, for a period not exceeding one year and supported by funded sources. Reappointments may be continued up to a maximum of three years, after which the appointee is terminated or placed in a different classification, e.g., Senior Research Associate. Appointment letters will be processed by Human Resources, and new appointees will be required to complete a staff application form.

Eligibility for Benefits

Research associates are classified as Category II employees and will receive the benefits for that category. To be eligible for benefits, a research associate must give at least half-time service for a period of at least 12 months. The benefits will be either full or half depending on level of effort.

Salary Administration

The salary range for research associates varies by discipline. Salaries are approved on an individual basis. Salary increases may be given only at the time of reappointment, and such increases must be within the guidelines established for staff employees.

Senior Research Associate

Definition

Senior research associates must have at least three years' experience beyond the Ph.D. or other appropriate terminal degree, must be career researchers, and may be on the staff indefinitely. Appointments are made with the approval of the dean for a period of one year and supported by funded sources. Appointments are renewable each year. Appointments are processed through Human Resources, and a curriculum vitae must accompany the Appointment Form.

Eligibility for Benefits

Senior research associates are classified as Category I employees and receive faculty benefits immediately upon appointment, provided they give at least half-time service and are appointed for at least 12 months.

Salary Administration

The current range for senior research associates varies by discipline. Salary increases may be given only at the time of reappointment, and such increases must be within the guidelines established for staff employees.