RESEARCH ASSOCIATE AND RESEARCH FELLOW
(Revised 8/25)

I. Definition

Research Associates and Research Fellows are non-salaried (without salary) appointments for scholars of distinction and visiting fellows whose main affiliation is elsewhere but who maintain a recognizable research affiliation with UCSB. Research Associates and Research Fellows may serve as Co-PI by exception. Please consult the Office of Research regarding the Co-PI exception process. See APM 355 for System Wide policy on Non-Salary Research Positions.

II. Appointment Criteria

Appointments may be made as:
Research Associate: Job code CWR 022
Research Fellow: Job code CWR 021

Appointees as Research Associate or Research Fellow must possess a Ph.D. or equivalent training in the field. Equivalent training in the field (in lieu of a Ph.D.) must be justified with the appointment request.

In addition:

A. Appointees as Research Associate must have established a record of independent research.
B. Appointees as Research Fellow need not have had experience as an independent researcher aside from the research done for the doctoral degree. Research Fellows will normally be visiting fellows from recognized fellowship programs or as traveling fellows from other universities.

In limited circumstances, an individual who is establishing a research relationship with UCSB but is not yet funded, and for whom UCSB is the main affiliate, may be appointed as Research Associate or Research Fellow.

The Research Associate title may also be used for Senate faculty who have resigned but will continue to have grant funding at UCSB for a short period of time.

III. Terms of Appointment

Appointments and reappointments to these titles are for specified terms, not to exceed three years per appointment. There is no limit on the total length of appointment in the series.

IV. Appointment Procedure

Appointments are processed by submitting the Contingent Workers Appointment Form, a Patent Acknowledgement Form, and an up to date UCSB Biography Form to the Academic Personnel office. Departments should also ensure the candidate has submitted the Misconduct Disclosure Form prior to appointment. All appointments are to be entered into UCPath by the department.

V. Reappointment Procedure

Reappointments are processed by submitting the Contingent Workers Appointment Form and an up to date UCSB Biography Form to the Academic Personnel office. All reappointments are to be entered into UCPath by the department.

VI.   Approval authority

All actions   Department Chair or Director with post-audit by Academic Personnel