Published on *University of Colorado* (https://www.cu.edu)

Adjoint faculty job code definitions updated [1]



October 22, 2025 by Employee Services [2]

The Employee Services HRIS team recently updated the job code definitions for adjoint faculty based on recommendations made by the Job Code Working Group Committee to align with Administrative Policy Statement (APS) 5060 – Faculty Titles [3].

Definitions for the following job codes were updated:

- **Adjoint Job Codes (1406-1408 and 1470-1471):** This title is used for employees of the National Institute of Standards and Technology, the National Center for Atmospheric Research or other agencies or institutions who offer courses or supervise academic programs without compensation from CU. Their qualifications should be appropriate to the assigned rank and responsibilities. These appointments are for uncompensated non-employees and are at-will.
- **Adjoint (Academic) Job Codes (1409 -1413):** This title is used for individuals who previously held an appointment with a title similar to those in APS 5060 Appendix Section A: Tenured and Tenure-Track Faculty or Section B: Instructional, Research, and Clinical (IRC) Faculty at a comparable higher education institution. The rank is dependent upon their last rank held in a comparable institution. Their qualifications should be appropriate to the assigned rank and responsibilities. These appointments are for compensated employees and are at-will.
- **Adjoint (Attend) Job Codes (1414 -1418):** This title is used for individuals holding university administrative or service positions who engage in instructional activities without compensation over and above their regular CU salary. Their qualifications should be appropriate to the assigned rank and responsibilities. These appointments are uncompensated secondary appointments and are at-will.

Please refer to Appendix A of APS 5060 [3] for additional information.

The benefits eligibility matrix [4] connects the job codes and the policies to help human resources and HCM users understand the appropriate job code use when setting up positions. It includes the official job code title and definition as well as the default payroll, wellness benefits, leave, and setup information for each job code.

To find the above updated codes, see the Faculty tab of the benefits eligibility matrix and scroll down to the “Other Faculty” section.

Find the right job codes

It’s important for human resources and recruiting staff to always refer to the benefits eligibility matrix document page [4] to ensure they’re accessing the most up-to-date version. Referring to a previously downloaded version of the document may be problematic as document updates are made periodically.

Users who have questions about job codes or the appropriate job code use are encouraged to contact their campus HR or faculty affairs office for guidance. Additionally, questions related to job code setup or availability in HCM may be directed to hcm_community@cu.edu [5].

In addition to the benefits eligibility matrix, users can use the **Job Code Crosswalk/Setup query (CUES_HCM_JOB_CODE_CRSWLK)** in HCM to find up-to-date information about job codes:

1. Log in to the **employee portal** [6].
2. Open the **CU Resources** dropdown menu and click **Business Tools**.
3. Select the **HCM** tile and choose **HCM Community Users** from the drop-down menu.
4. Click the **HCM WorkCenter** tile.
5. Select the **Resources** tab and click the **Job Code Crosswalk query (CUES_HCM_JOB_CODE_CRSWLK)**.

Job Codes [7], APS 5060 [8]
Send email when Published:
No

Source URL:https://www.cu.edu/blog/hcm-community/adjoint-faculty-job-code-definitions-updated

Links
[1] https://www.cu.edu/blog/hcm-community/adjoint-faculty-job-code-definitions-updated
[2] https://www.cu.edu/blog/hcm-community/author/34887 [3] https://www.cu.edu/ope/aps/5060
[4] https://www.cu.edu/docs/benefit-eligibility-matrix [5] mailto:hcm_community@cu.edu [6] https://my.cu.edu/ [7] https://www.cu.edu/blog/hcm-community/tag/job-codes [8] https://www.cu.edu/blog/hcm-community/tag/aps-5060