

Affiliated Faculty Appointments

When one academic unit approves and appoints a faculty member whose academic home is in another unit, that faculty member becomes an affiliated member to the secondary unit. Interdisciplinary programs, UNITE-contributing programs, and centers or institutes seem most likely to choose to affiliate faculty members, but departments may also choose to do so. Below please find guidelines and a process for affiliation that may be helpful. Individual academic units or departments may choose to develop bylaws concerning the roles and responsibilities for affiliate faculty, if they wish.

Rationale:

The College of Arts, Humanities and Social Sciences encourages interdisciplinary efforts among faculties. These efforts are usually in the areas of research/scholarship, teaching and service. Affiliated faculty appointments officially recognize those working relationships. Appointments may support accreditation efforts, achieve program goals and objectives, build additional depth and breadth in the faculty, enhance competencies, and/or improve student outcomes. Finally, affiliated faculty appointments help to build collaboration and cooperation in definable areas. Affiliated faculty appointments do not constitute faculty appointments under the terms of either the Faculty Contract or Faculty handbook.

Process:

The following is a suggested process. Departments and programs are welcomed and encouraged to develop a process that works effectively for them. The important parts of this process are that the department heads or directors (of the collaborating academic units) and the dean need to be aware of the appointment.

1. A full-time faculty member fills out the [Affiliated Faculty Application form](#), usually at the request of a department head or chair, or program or center director. (The [Affiliated Faculty Application form](#) may be altered to best serve the individual unit's needs.)
2. Chairs, heads, or directors of both involved units sign the affiliated faculty form
3. A majority of full-time faculty in the department or academic unit accepting the appointment must vote in favor of it.
4. The head or director of the unit accepting the appointment notifies the dean and requests approval for the affiliated faculty appointment, based upon unit faculty approval.
5. Affiliated faculty appointments can be terminated at any time by an academic unit if the appointment is no longer necessary or appropriate.
6. Unless department bylaws explicitly allow it, affiliate faculty will not vote or take part in faculty governance in secondary departments or programs.