

GUIDELINES FOR AFFILIATED, JOINT AND NON-SALARIED FACULTY APPOINTMENTS

AFFILIATED APPOINTMENTS

An Affiliated Appointment is granted by the Academic Vice President (Provost) to an active member of the faculty of Stony Brook University. The affiliated appointment confers limited faculty standing in a second department or school on a member of another department or school. Such an affiliation should not be confused with a Joint Appointment (q.v.), which only the President may make.

The Academic Vice President may grant an affiliated appointment upon the recommendation of the appropriate Vice President, Dean or Director. It will be granted for an indefinite period and may be terminated at any time upon the request of either the designated faculty member, the director or chairs of either the primary or secondary programs/departments or the appropriate Vice President or Dean.

The granting of an affiliated appointment to a faculty member of another department or school entitles that faculty member to indicate his membership in the secondary department or school in all official correspondence in the same manner as is done for his membership in the primary department or school. No distinction between the affiliated appointment and the primary appointment need be indicated. However, since the affiliated appointment confers only limited faculty standing, the extent of the affiliated faculty member's functions and privileges in the affiliated department or school, including whether the affiliated member shall have voting rights in the secondary department should be mutually agreed upon at the outset and specified in the memo to the Dean or Provost requesting the affiliated appointment.

The granting of an affiliated appointment in no way affects or limits the nature of the faculty member's appointment in his primary department or school as governed by the *Policies of the Board of Trustees*. All personnel actions including promotions and leaves will be initiated by the primary department or school. The primary department should inform the secondary department of the substance of its recommended personnel actions regarding the affiliated faculty member and may invite its endorsement or comment. The termination of the appointment of a faculty member who also holds an affiliated appointment automatically terminates the affiliated appointment as well.

JOINT APPOINTMENT

A Joint Appointment confers full faculty standing upon the appointee equally in both appointed departments or schools. The joint appointee enjoys all the privileges and incurs all the responsibilities in each department or school of a normal faculty member in either. It is normally expected that the workload of the joint appointee will be equally divided between the two departments or schools.

JOINT APPOINTMENT (con'd)

A Joint Appointment is made by the President upon the recommendation of the Academic Vice President (Provost), who in turn bases his recommendation upon the recommendations of the departments involved and the appropriate Vice President, Dean or Director. In addition, if the proposed Joint Appointment involves a completely new appointment, and if the rules of the appropriate college or center require it, the appointment will also be reviewed by the appropriate faculty committee on personnel policy. As with all academic appointments, a Joint Appointment must conform to the *Policies of the Board of Trustees* and applicable local campus policies.

In the case of a joint appointee, all personnel actions including tenure review, promotions and leaves must be processed in the normal manner by both departments or schools. A promotion necessarily is effective in both departments or schools.

NON-SALARIED OR COURTESY APPOINTMENTS

A non-salaried appointment is made by the Dean or Provost upon the recommendation of the chair of the department involved and the appropriate Directors, Vice Presidents, Deans, and Provost. As with all appointments, a non-salaried appointment must conform to the *Policies of the Board of Trustees* and applicable local campus policies.

A non-salaried appointment confers limited, non-salaried faculty standing in a department or school on an appointee who does not otherwise enjoy faculty standing on the campus. Normally, such appointments will be made for a term of up to three years and may be terminated at any time upon the request of either the appointee or the appointed department or school.

A non-salaried appointment may be granted concurrently in more than one department or school but one department must be identified as the primary department.

The department or school in which a non-salaried appointment is made may determine the extent of the functions and privileges which the appointee may exercise within the department.

A non-salaried appointee may be promoted upon the recommendation of the department or school to the Dean or Provost without the necessity for review by a faculty personnel policy committee.