Guidelines for Formal Affiliation of Faculty

The creation of this framework for formal affiliation is not meant to preclude or supersede informal modes of affiliation between departments and/or programs that do not fit these criteria. It is also does not suggest that all faculty who happen to meet the minimum criteria for formal affiliation will be formally affiliated.

1. Discussions regarding affiliation of a faculty member to a potential affiliating department or program can be initiated by the faculty member her/himself, or by a representative (department/program chair or chair of the curriculum committee) of the home department or the affiliating department.

2. Affiliation to a department or interdepartmental program other than the home department or program requires the agreement of the affiliating faculty member, the home department or program, and the affiliating department or program.

3. Once agreed to as specified, the affiliation will be formalized in a letter from the Dean to the faculty member, with copies to the chairs of the home and affiliating departments.

4. Affiliations will be for three years, renewable with agreement as in (2) above.

5. Affiliated faculty will teach a course that contributes to the curriculum of the affiliating department or program at least once each three year term of affiliation, or provide the equivalent in service.

6. Affiliated faculty will be eligible to serve on the curriculum committee of the affiliated department, and to advise honors theses and Ph.D. students in the affiliating department or program as appropriate.

7. The Chair of the affiliating department or program will be invited by the Dean to provide input on the contributions of the affiliated faculty member for the purpose of annual performance evaluations and promotions.