

Faculty of Science Guidelines for Joint Appointments

2019/11/26

For a joint appointment, each department will consider the recommendation via a meeting in committee of members of faculty rank (in accordance with section 18.B.2.1 of the collective agreement). The Dean and the Heads in all departments involved will discuss the possible space, equipment and facility needs for a joint hire, including resource implications.

The provisions for hiring of faculty members in Article 18 of the UMFA Contract will apply with the modification that academic staff members with faculty rank of each department will elect three of its members to serve on the search committee. From these, the Dean will select an equal number of members from each department to serve on the search committee. For example, for an appointment across two departments, two persons will be chosen from each department, and for appointments across three or more departments, one person from each department will be chosen.

A faculty member holding a joint appointment will have a primary department affiliation, and a secondary department affiliation(s). These affiliations will be determined in consultation with the Dean, the Heads of the associated departments, and the incoming faculty member. A faculty member holding a joint appointment will be a voting member of Department Council in all departments.

Faculty members with research duties holding joint appointments are expected to contribute meaningfully towards research in all departments. This activity may include publications in interdisciplinary and/or discipline-specific venues, participation in seminars, and supervision of undergraduate and graduate students and postdoctoral fellows.

A faculty member holding a joint appointment is expected, to participate in meaningful and ongoing interactions with students in all departments, including if and when appropriate, undergraduate and/or graduate instruction in both departments. Teaching assignments will be assigned by the Head of the primary department in consultation with the Head(s) of the secondary department(s), the faculty member and the Dean.

A faculty member holding a joint appointment may contribute to service in any of the departments or the faculty. The Head of the primary department, in consultation with the Head of the secondary department(s), will ensure that the combined service load is both manageable and reasonable. For the purposes of committees whose members are elected by Departmental Councils, a faculty member holding a joint appointment will be considered as a member of the department that they are elected from.

The contribution of faculty complement and research grants of a faculty member in a joint appointment will be divided equally between the primary and secondary departments. For courses taught by a faculty member in a joint appointment, credit hours will be attributed to the department offering the course. Graduate students supervised by a faculty member in a joint appointment will be attributed to the student's graduate program.

For a faculty member holding a joint appointment, annual performance reviews will be conducted by the Head of the primary department, who will seek input from the Head(s) of the secondary department(s). The review will take into account any differences in the teaching, research and supervisory cultures that may exist among the disciplines involved. Special attention will be paid by the Department Heads to ensure that the faculty member's overall workload is commensurate with that of others in their respective departments.

For a faculty member holding a joint appointment, the promotion committee will be composed as outlined in the Faculty of Science Promotion Guidelines.* The Heads of both the primary and secondary departments will be non-voting members of the promotion committee.

For a faculty member holding a joint appointment, the tenure committee will be composed as outlined in the Faculty of Science Tenure Guidelines.* The Heads of both the primary and secondary departments will be non-voting members of the tenure committee.

For both tenure and promotion of faculty members holding joint appointments, each Head will provide to the committee a summary of the applicant's duties in their respective department. The Head of the primary Department will prepare the Department Head's recommendation as to promotion or tenure, in consultation with the Head(s) of the secondary department(s). It is understood that the criteria for tenure and promotion are as described in the Faculty of Science Guidelines and, as such, are independent of disciplinary area.

For the purposes of abiding by the collective agreement between the University and UMFA, any use of the term Head in that document that is not outlined here will be understood to refer to the Head of the primary department, with appropriate consultation with the Head of the secondary department(s). Purposes in this category include but are not limited to: annual performance evaluation, reduced appointment, research/study leave, and other leaves including maternity, parental and sick leaves.

Any changes to the assignment of duties between the departments will be undertaken by the Dean in consultation with the department heads and the faculty member. All determinations with respect to duties shall be provided in writing to the faculty member, by the primary Department Head with copies to the secondary Department Head(s) and Dean.

In the unlikely case of any disagreements between the Heads, which cannot be solved amicably, the Dean shall adjudicate.

* The Faculty of Science Promotion and Tenure Guidelines are being revised and the new Guidelines will provide direction for considering the cases of applicants holding joint appointments.