

POLICY ON JOINT APPOINTMENTS

Faculty members who are significantly engaged in interdisciplinary programs may hold appointments in more than one unit of the College.

I. Types of Joint Appointments.

Joint appointments may be either continuing or fixed-term appointments. Joint appointments of either type are possible between any units within the College of William and Mary. Joint appointments may also be negotiated between the College and other external institutions. Faculty members holding joint appointments will have full rights and privileges of the home department or school except as otherwise agreed in the memorandum of understanding.

A. Continuing Joint Appointments.

When an interdisciplinary program is dependant upon faculty with joint appointments for their teaching and governance contributions, new or replacement positions are conceived as continuing joint appointments. An individual in one of these positions may hold a tenured or tenure-eligible position in a primary unit, designated the home unit, with a joint appointment (generally at the same rank) in a secondary unit, designated the host unit. Individuals with continuing joint appointments are committed to sustained involvement with both units.

B. Fixed-Term Joint Appointments.

Fixed-term joint appointments are more flexible in nature. These appointments may be initiated by the units to meet interdisciplinary program needs or by individual faculty members to accommodate their interdisciplinary teaching and research interests. These joint appointments may involve faculty who are tenured, tenure-eligible, or with specified term appointments in a home unit with a fixed-term joint appointment (generally at the same rank) in a host unit.

II. Appointment Procedures.

A. Continuing Joint Appointments

The home unit for any tenured or tenure-eligible joint appointment must be either a school or department of the College. A continuing joint appointment may be a new or replacement position that is conceived as a joint appointment before a search commences. If the home and host units of the position are designated prior to the search, then the basic terms of the appointment, including the home and host units, are negotiated and clearly articulated as part of the position description. Search and appointment processes are governed by policies and procedures in the home unit with the host unit represented on the search committee according to the terms agreed upon during negotiation for the position. If either the home or host unit are not designated at the time of the search, the search will be conducted by the unit authorized to search according to that unit's policies and procedures, with appropriate modifications as approved by the Dean. Once finalists are selected and possible home or host units identified, the terms of the joint appointment will be negotiated and clearly articulated before any on-campus interviews are conducted. Candidates recommended for appointment must be acceptable to both units.

B. Fixed-Term Joint Appointments.

A fixed-term joint appointment may be negotiated when a faculty member is hired or at anytime in an individual's career when interdisciplinary opportunities warrant formal affiliation with a host unit. Initiation and continuation of a fixed-term joint appointment require consent of the individual and the home and host units.

III. Specific Considerations for Joint Appointments.

For each continuing and fixed-term joint appointment, a memorandum of understanding shall stipulate expectations for the faculty member in the areas of teaching, scholarship and service; procedures for faculty evaluation; and agreements regarding the allocation of resources. This memorandum of understanding shall be signed by the faculty member and relevant department chair(s), program director(s), and dean(s). To the extent feasible, the memorandum of understanding should specify when renegotiation is or is not appropriate. If any of the conditions of appointment are renegotiated, a revised memorandum of understanding shall record the changes and signatures of the individual and appropriate administrators of the home and host units. Specifically, each memorandum of understanding shall address the following:

A. Expectations for Faculty.

1. Teaching.

Teaching assignments for individuals with joint appointments shall be clearly articulated at the time of appointment and renegotiated by home and host units as appropriate.

2. Scholarship.

For individuals holding continuing joint appointments, expectations with respect to allocation of effort among scholarly domains shall be articulated clearly at the time of appointment and renegotiated as appropriate. Unless otherwise agreed, individuals holding fixed-term joint appointments shall be expected to meet scholarship expectations of the home unit with the acknowledgment that interdisciplinary research is likely to benefit both home and host units.

3. Governance.

The memorandum of understanding shall clarify the governance responsibilities of faculty holding continuing joint appointments with respect to their rights and obligations within the home and host units. Chairs, program directors, and deans shall be especially cautious when defining governance expectations for pre-tenured faculty holding continuing joint appointments. Unless otherwise agreed, faculty holding fixed-term joint appointments shall have governance responsibilities only in their home units.

B. Faculty Evaluation Procedures.

Faculty holding either continuing or fixed-term joint appointments shall be evaluated in a collaborative manner according to the approved policies and procedures for faculty evaluation in the home unit. The memorandum of understanding at the time of appointment must specify the method(s) that will be used to solicit input from the host unit for annual merit evaluations and for tenure, promotion, and post-tenure reviews. The home unit is then responsible in each review for actively seeking input from the host unit and submitting it with the report. For all evaluations, the weighting of performance criteria shall be consistent with the specific expectations articulated in the memorandum of understanding for the individual's joint appointment.

C. Allocation of Resources.

1. Office Space and Operating Support.

The nature and extent of teaching, scholarship, and service expectations shall determine the need for office space, computers, telephones, and other support in the home and host units. For continuing and fixed term joint appointments, the provision of resources by the home and host units shall be stipulated at the time of appointment and renegotiated as appropriate.

2. Student-Generated FTE Accrual.

For courses taught by faculty holding either continuing or fixed-term joint appointments, the credit hours generated by student enrollments shall accrue to the departments or schools listing the courses unless otherwise agreed.

3. Funded Projects.

When faculty holding continuing joint appointments seek external funding for their projects, the appropriate administrators of both the home and host units shall sign the proposals unless otherwise agreed. The allocation of overhead recoveries shall be agreed upon in advance of proposal submission. For funded projects of faculty holding fixed-term joint appointments, overhead recoveries shall go to the home unit unless otherwise agreed.

(Approved by the Faculty Assembly 29 October 1998)