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*Endorsed by the Arts & Sciences Senate Executive Committee and adopted overwhelmingly by the Arts & Sciences Senate at its meeting of 23 March 2009. Revised for posting on Provost's website - 10 February 2010*

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Stony Brook University Arts and Sciences Senate Faculty Rights and Responsibilities Policy Committee

## GUIDELINES FOR CROSS-DEPARTMENTAL SECONDARY ACADEMIC APPOINTMENTS OF REGULAR FULL-TIME STONY BROOK FACULTY

For faculty with a primary appointment in a department or program in the College of Arts and Sciences (CAS), the School of Marine and Atmospheric Sciences (SoMAS), the School of Journalism (SoJ), Stony Brook Southampton (SBSH), or any other College or School affiliated with the Arts and Sciences Senate).

### Comments

*Not defined here are:*

- (a) certain faculty considerations such as protections for work carried out in another department,*
- (b) incentives to faculty contributing to secondary departments or programs, and*
- (c) rewards for contributions to another department or program.*

*Although it would be desirable to establish a senior administrator such as Associate Provost who would be concerned with incentives, rewards, and protections for faculty committing their time and efforts to the success of a secondary program, each department or program should formulate ways in which the contribution to other departments or programs will be recognized. This could include counting this contribution as equivalent to committee-work in the primary department, teaching arrangements that will permit faculty to offer courses that suit the needs of interdepartmental or interdisciplinary undergraduate or graduate programs, recognition of research projects that are carried out in concert with faculty, institutes, or groups in secondary units.*

*When considering discretionary fund commitments, Deans or the Provost could take into account contributions to secondary departments or programs as formalized in the Annual Addendum or as articulated in a Letter of Recognition by the Chair or Director of the secondary department or program. These commitments should supplement normal departmental allocations.*

*Note: This formulation further specifies the two broad categories (Affiliated Faculty Appointment and Joint Appointment) as currently set by the description posted on the Provost's website.*

**(Further specification to the general guidelines posted at the Provost's website entitled:**

**"Affiliated, Joint & Non-Salaried Fac Appts-04" )**

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## **GUIDELINES FOR CROSS-DEPARTMENTAL SECONDARY ACADEMIC APPOINTMENTS OF REGULAR FULL-TIME STONY BROOK UNIVERSITY FACULTY:**

- (1) AFFILIATED FACULTY**
- (2) JOINT TITLE FACULTY**
- (3) JOINT APPOINTMENTS (BUDGETARY)**

The following Table of Secondary Appointment Types outlines categories and descriptions for appointing current Stony Brook University faculty with primary appointments in the Arts and Sciences Senate constituency areas (College of Arts and Sciences, School of Marine and Atmospheric Sciences, School of Journalism, Stony Brook Southampton, etc. ) to secondary appointments in departments or units within these same areas.

Each department or program establishes its own criteria within these broad categories for appointments in its own unit. These Guidelines establish consistency of nomenclature across departments and programs. Specific criteria for secondary appointments with these titles should be defined and made explicit in Departmental By-Laws (or the equivalent specification of procedural practices for those departments without governing By-Laws).

**TABLE OF SECONDARY APPOINTMENT TYPES  
FOR FACULTY IN ARTS & SCIENCES SENATE CONSTITUENCIES**

Name of Appointment	Type of Appointment	Title of Designation [e.g. Professor of X and Y]	Rights & Responsibilities
<b>AFFILIATED FACULTY</b>	<b>Secondary</b>  (budgetary line entirely in Primary department or program)	<b>No title of designation.</b>  Listed on Secondary department's roster as Affiliated Faculty (i.e. as a "friend" of the department, with intellectual or research interests in the work of the Secondary department or program.)  Primary department should agree, and Dean shall be notified by Secondary department or program.	<b>Involvement by formal invitation of Secondary department or program only.</b>  <b>No formal rights or responsibilities in Secondary department.</b>  <b>All involvement in Secondary department or program shall be voluntary.</b>  <b>No voting rights.</b>
<b>JOINT TITLE FACULTY</b>	<b>Secondary</b>  (budgetary line entirely in Primary department or program)	<b>Title of designation.</b>  Recommended by both departments, appointed upon the recommendation by the Dean and confirmed by Provost.  Official letter of Joint Title Appointment shall be sent by Provost to appointee and to each department – to be kept in all relevant personnel files.  <u>Example:</u> Title shall be Assistant, Associate, or Full Professor of X and Y (where X = the Primary department or program name and Y = the Secondary department or program name).	<b>Limited involvement as set by conditions of initial appointment, or by departmental by-laws or established departmental practices.</b>  <b>Serves as "inside reader" on doctoral dissertations in both departments.</b>  <b>Voting and other rights as determined by initial appointment and/ or established by departmental by-laws.</b>
<b>JOINT APPOINTMENT (BUDGETARY)</b>	<b>Primary in both departments or units</b>  (budgetary line divided between two different Departments or Programs)	<b>Title of designation.</b>  Appointed (upon the recommendation of the Dean and Provost) by the President in the same manner as a regular appointment to a single department.	<b>Full rights and responsibilities in both primary departments (unless limited at the time of appointment)</b>