

JOINT APPOINTMENTS

PROFESSOR and ASSOCIATE PROFESSOR
(full-time and part-time)

CLINICAL PROFESSOR and CLINICAL ASSOCIATE PROFESSOR
(voluntary)

RESEARCH PROFESSOR and RESEARCH ASSOCIATE PROFESSOR
(full-time and part-time)

(University Board of Trustees approved appointments)

APPOINTMENTS:

PLEASE PROVIDE TWO COPIES OF ITEMS 1-3

1. Completed and signed Faculty Recommendation Form – Must be signed by both the primary department chair and the secondary department chair/center director
2. Joint Department Chair/Center Director recommendation letter
3. Current Curriculum Vitae – following either URSMD(see Appendix II of *SMD Regulations of the Faculty*, pages 38-40), or eCV format
4. Faculty Personnel Action Form (#500 or #510) - Must be signed by both the primary department chair and the secondary department chair/center director

REAPPOINTMENTS:

1. Joint Department Chair/Center Director recommendation letter (2 copies) - Must be signed by both the primary department chair and the secondary department chair/center director
2. Faculty Personnel Action Form (#510) - Must be signed by both the primary department chair and the secondary department chair/center director

Reminder:

Secondary appointments cannot exceed the term of the primary appointment.
For tenured faculty, secondary appointments cannot exceed a term length of three years.

JOINT APPOINTMENTS

ASSISTANT PROFESSOR, ASSISTANT PROFESSOR OF CLINICAL, RESEARCH ASST PROFESSOR
SENIOR INSTRUCTOR, SENIOR INSTRUCTOR OF CLINICAL INSTRUCTOR, INSTRUCTOR OF CLINICAL
SENIOR ASSOCIATE, ASSOCIATE, ASSISTANT
(full-time and part-time)

CLINICAL ASSISTANT PROFESSOR, CLINICAL SENIOR INSTRUCTOR, CLINICAL INSTRUCTOR
(voluntary)

APPOINTMENTS:

1. Completed and signed Faculty Recommendation Form - Must be signed by both the primary department chair and the secondary department chair/center director
2. Joint Department Chair/Center Director recommendation letter
3. Faculty Personnel Action Form (#500 or #510) - Must be signed by both the primary department chair and the secondary department chair/center director

REAPPOINTMENTS:

1. Joint Department Chair/Center Director recommendation letter
2. Faculty Personnel Action Form (#510) - Must be signed by both the primary department chair and the secondary department chair/center director

Reminder:

Joint faculty appointments cannot exceed the term of the primary faculty appointment.