

# Secondary Appointment Guidelines

*Academic Year 20-21*

# Joint Appointment

## Defining Criteria

## Examples

- Formal PTR involvement from secondary department. Recommendation from secondary department is required. Primary department makes final recommendation.
  - Formal Merit involvement from secondary department. Recommendation from secondary department is required. Primary department makes final recommendation.
  - Formal rights and responsibilities in secondary department, as defined by department governance documents.
  - Requires periodic review of appointment terms in MOA.
- Primary appointment in History with secondary appointment in El Instituto that includes formal rights and responsibilities.
  - Primary appointment in Physics with secondary appointment in Institute of Materials Science.

# Affiliate Appointment

## Defining Criteria

- No formal PTR involvement from secondary department. Recommendation from secondary department is voluntary, not required.
- No formal merit involvement from secondary department. Recommendation from secondary department is voluntary, not required.
- No formal rights and responsibilities in secondary department. All formal rights and responsibilities remain in home department.
- Requires periodic review of appointment terms in MOA.
- All involvement with the secondary department is voluntary and subject to approval of all parties involved; appointment may conclude at any time at the request of the faculty member, home, or secondary department.

## Examples

- Primary appointment in Department of Civil Engineering with participation in workshops, research projects, student advising, and presentations in Center for Environmental Sciences and Engineering.
- Primary appointment in Art and Art History with occasional teaching in Women's, Gender, and Sexuality Studies.

# Courtesy Appointment

## Defining Criteria

- Gratis appointment to external affiliate (non-employee), or University employee with no formal academic appointment.
- No employment contract with the University for the effort associated with this title, therefore does not carry formal rights and responsibilities.
- Requires periodic review.
- All involvement is voluntary and *gratis* (no pay).

## Examples

- Chief executive at corporation in Hartford with occasional participation in workshops or presentations in academic department.
- Chief technology officer at UConn with occasional participation in workshops or presentations in academic department.