

**Creation of Joint Appointment for Tenured and Tenure-Track Faculty**

**Memorandum of Understanding (MOU)**

# **Between**

Name of Appointee and Academic Rank

**Dr. John Doe**

**and the School/Departments of**

*Name of Home School/Department*

**University of Texas at Rio Grande Valley**

**and**

*Name of Partnering School/Department(s)*

**University of Central Florida**

Effective Date: 6/28/2019

# **I. Introduction**

This MOU is designed to be used as an Agreement for new inter- or intraSchool/Department/College/Institution joint appointments. *University of Texas at Rio Grande Valley* with *percentage* of the appointment, has been designated as the Home School/Department1 and *University of Central Florida* with *percentage(s)* of the appointment is/are the Partnering School(s)/Department(s). Tenure resides in the Home School/Department unless otherwise specified.

**II. Purpose of the Joint Appointment**

The purpose of the joint appointment is as follows:

*Description of duties and expectations of the joint appointment*

## III. Roles and Responsibilities

A. Personnel Actions

1Generally, the administrative home will be the School/Department, College or Institution with the highest percent, which should be at least 55%, of the joint appointment. The total appointment between both Schools/Departments will not exceed 100%.

*University of Texas at Rio Grande Valley,* as Home School/Department has been designated as the administrative unit for personnel actions for *Dr. John Doe*. Prior to the end of each academic year, the Directors/Department Chairs or Deans of partnering units shall meet with *Dr. John Doe* to review the functioning of the joint appointment in accordance with established goals and expectations of the appointment.

B. Salary/Benefits/Costs

*Distribution of salary to be delineated.*

*Identification of School/Department responsible for Startup or Research Support, Office and/or Lab space, grant administration, division of indirect cost returns, and any other relative costs.*

In the event that salary merit increases are available, *Dr. John Doe*  will be evaluated following the normal procedures of each of the partnering Schools/Departments. Directors/Department Chairs will consult so that the evaluations for merit are combined.

C. Teaching

The Director/Department Chair of the *University of Texas at Rio Grande Valley*, will consult with *Dr. John Doe*  and the partnering Director/Department Chair to coordinate the teaching schedule of the appointee. The teaching load for *Dr. John Doe* will be *Number of Semester Credit Hours* in the *University of Texas at Rio Grande Valley* and *Number of Semester Credit Hours* in the *University of Central Florida* for the *20XX-20XX* academic year.

*Summer Teaching if applicable*

1. Service

*Dr. John Doe’s* School/Department committee assignments will be coordinated between the Directors/Department Chairs of the partnering

Schools/Departments taking into consideration the expected effort of the joint appointment.

Voting rights for faculty members with joint appointments will be decided by the home and the partnering Schools/Departments/Colleges and must be specified in this MOU.

1. Evaluation of Appointee

The Director/Department Chair of the *University of Texas at Rio Grande Valley* will coordinate evaluations of the *Dr. John Doe’s* scholarship, teaching, and service in consultation with the *University of Central Florida* Director/Department Chair. Using the tenure, promotion and/or post-tenure guidelines of the home School/Department, all accomplishments in teaching, professional achievement, and service will be taken into account in evaluations. The *University of Texas at Rio Grande Valley* will ensure that all evaluations are completed in a timely manner.

**IV. Intellectual Property**

*Disposition of intellectual property (e.g. Copyrights and patents) if appropriate.*

## V. Indirect Cost Recovery (ICR) Funds

Initial distribution of the ICR funds will be in accordance with the UTRGV Indirect Cost Recovery (ICR) Funds Apportionment Policy. This Agreement will specify reallocations among Partnering Schools/Departments and Colleges/Centers.

*Reallocation specifications if applicable.*

## VI. Term and Termination

This Agreement shall be for a term of \_\_\_ months, renewable upon reasonable terms and conditions as may be agreed upon by *Dr. John Doe*, the Partnering Schools/Departments, and the corresponding Deans.

**VII. Other Relevant Items**

*Other agreements between the parties*

These terms have been agreed upon by the undersigned parties sharing in this appointment. Executive Vice President for Academic Affairs approvals are needed in addition to those below only for agreements between institutions. Any substantive change to any or all of the provisions of the Memorandum of Understanding must be agreed to in writing by all of the parties. The parties further agree to review this memorandum after year 1 of the appointment to reaffirm or amend the terms.

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| Appointee Printed Name | Appointee Signature | Date |
| Click here to enter text. |  |  |
| Director/Department Chair of Home School/Department Printed Name | Director/Department Chair Signature | Date |
| Click here to enter text. |  |  |
| Director/Department Chair of  Partnering School/Department Printed  Name | Director/Department Chair Signature | Date |
| Click here to enter text. |  |  |
| Dean for Home School/Department Printed Name | Dean Signature | Date |
| Click here to enter text. |  |  |
| Dean for Partnering  School/Department Printed Name | Dean Signature | Date |
| Click here to enter text. |  |  |

c. Executive Vice President for Academic Affairs