

## Joint Appointments

Joint appointments are used for individuals whose expertise cuts across academic departments or programs. Such appointments must assist Old Dominion University in providing strong interdisciplinary offerings and in building emerging fields that cross the borders of the traditional disciplines. A joint appointment must reflect the teaching and research expertise of the faculty member.

A joint position is shared by two or more academic units, but the position must be based in a home department. The "primary appointment" is in the home department, and the "secondary appointment" is where the joint appointment is extended to this position. The department of primary appointment is responsible for all rank, promotion, and tenure actions with appropriate input from the department of the secondary appointment. The Dean(s) determine(s) where the joint appointment will be primarily based.

Joint faculty appointments are initiated by a head of the involved unit (department Chair or Program Director) or a Dean in agreement with the faculty member seeking the joint appointment and in consultation with the faculty of the departments involved in the joint appointment.

Deans must secure the endorsement of the appropriate Executive Vice President before making any commitments regarding a joint appointment. The endorsement of the Vice President for Research will be required if the partnership involved a research center. The Chair of the primary department is responsible for documenting the terms and conditions of the joint appointment in a Memorandum of Agreement (MOA) signed by the faculty member, the involved department Chairs (or the Director of a program that is not administered by a department), their Dean(s), and the appropriate Executive Vice President. MOAs should address the following, as appropriate: distribution of service obligations, financial arrangements, teaching assignments, voting rights, and performance evaluations. Records for joint appointments will be maintained by Academic Affairs.

This policy does not preclude the establishment of joint appointments with institutions outside the University.

- Approved by the Board of Visitors  
December 9, 2010
- Transitioned to University-Level Policy  
December 10, 2021

**Commented [A1]:** Deans Policy Review Complete  
Informed IMO about changes on 1/27/25  
Completed AALT review  
Ready for faculty senate review

We made a few minor changes, including a list of topics that should be addressed in the MoA.

We also required the signature of the appropriate EVP and a statement about records maintenance.

**Commented [A2]:** are there joint appointments that are not academic in nature?

**Commented [A3R2]:** existing is implied

**Commented [A4R2]:** I think the use of "academic" is to distinguish this from joint appointments that include an appointment in both an academic department/program and at a research center.

**Deleted:** existing

**Deleted:** and

**Commented [A5]:** Do we need to address issues where a faculty is paid from two different entities? And/or specify that duties to each department/program should not exceed a reasonable workload (as someone who held a joint appt, it was like two full-time jobs with no protections).

**Commented [A6R5]:** The MOU should address these issues.

**Commented [A7R5]:** Added one sentence

**Deleted:** Appropriate parties must create a written document confirming the terms and conditions of the joint appointment. ¶

**Deleted:** being given

**Deleted:** Provost and Executive

**Deleted:** for Academic Affairs

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**Deleted:** and

**Commented [A8]:** We added this sentence that lists things that should be included in the MoA and we added a records statement.

**Commented [A9R8]:** added voting rights to the list

**Commented [A10]:** doesn't the appropriate EVP have to sign?

**Commented [A11R10]:** I believe the joint appointment requires EVP approval, but the specifics of the arrangement are made and agreed upon at the College level. We could propose this as an amendment to the policy though.

**Commented [A12R10]:** We added that the EVP has to sign.

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**Deleted:** Current members of the faculty can receive joint appointments subject to the approval process stated above. However, only in exceptional cases will such a change a joint appointment be appr... [1]



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