

Last Revised 1/7/09
FIU College of Arts, Sciences & Education

Policy on Internal Secondary Faculty Appointments

Internal Secondary Faculty appointments will be considered for FIU faculty who establish a voluntary (unpaid) affiliation with a department or division within the College of Arts, Sciences & Education. Examples include teaching and research faculty in one academic unit establishing an affiliation with another department or school within CAS. Faculty holding internal secondary status, with appropriate qualifications and with the consent of the secondary department or unit, may be authorized to teach courses and direct Master's and Doctoral students in the secondary department, to serve on graduate committees, and to be listed as a faculty member of the secondary department.

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Terms:

- Secondary faculty may direct a maximum of two students. Units may allow additional students on a case-by-case basis, if approved by the home unit's graduate committee. Factors considered may include history of graduate student production, time to graduation, and availability of RA funding by the secondary professor.
- The secondary faculty member must provide funding for each student for a minimum of 3 years
- The Secondary Appointment will be either for 7 years or reviewed when the Dissertation Advisor Status is renewed, whichever is sooner.

Criteria:

- Applicants must hold Dissertation Advisor Status.

Application Process:

- Chairs in consultation with the Dean may invite internal candidates.
- Internal candidates for secondary appointments also may submit a formal request for secondary appointment status to the Chair of the department and provide:
 - Current CV
 - Evidence of licenses and/or diplomas as required for appointed duties

Approval Process:

- The graduate faculty in the department will vote on the request; approval requires a positive vote of 50% + 1 of the graduate faculty. Results of the vote will be forwarded to the Chair.
- The Chair will not vote with the faculty; the chair's vote will be independent. The chair will report the vote of the department and his/her vote to the Dean.
- The Dean's vote will be final and binding.

Termination Process:

The College of Arts, Sciences & Education and the secondary appointee reserve the right to terminate the Secondary Faculty appointment at any time. The Department Chair may forward a recommendation for such a request to the Dean for review.

Departments may modified the secondary appointment policy and submit changes to the CAS Dean's Office for approval.