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## **AFFILIATE FACULTY APPOINTMENT POLICY**

*Revised December 2023*

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The Dell Medical School seeks to align faculty participation and contributions, grouping all affiliate faculty into one category rather than a faculty status with three ranks requiring periodic review for promotion. Any faculty who believes that their contributions are not in alignment with this designation have the opportunity to meet with their Chair to discuss the appropriateness of transitioning their faculty appointment to a professional-track appointment that allows for promotion.

### **Policy**

Dell Medical School understands that Affiliate Faculty members play a critical role in helping Dell Medical School achieve its goals. Affiliate Faculty members provide an enriching, quality educational experience for Dell Medical School trainees, provide expertise and diversity to accomplish Dell Medical School's clinical mission, and add breadth and an interdisciplinary aspect to Dell Medical School's research, innovation and service missions.

Service as an Affiliate Faculty member is on a voluntary basis only and without any promise, expectation or receipt of compensation by or from the University. All service must be performed at the request of, and for the benefit of the University, and is at all times subject to control by the University. The University shall not have or exercise any control or direction over the practice of medicine by any Affiliate Faculty member or the medical judgment of any Affiliate Faculty member as it relates to the diagnosis or treatment of any disease, disorder, physical infirmity or injury. Affiliate Faculty members are responsible for obtaining (and maintaining) their own individual professional medical liability policies; Affiliate Faculty members are not covered under UT System's Professional Medical Liability Benefit Plan and are ineligible for coverage and not covered under UT System's Worker's Compensation Insurance and Unemployment Compensation Insurance programs. The University may require satisfactory proof of an Affiliate Faculty member's current professional medical liability coverage.

Affiliate Faculty members must show an alignment with Dell Medical School's mission by demonstrating commitment to:

- Improving health in our community as a model for the nation;
- Evolving new models of person-centered, multidisciplinary care that reward value;
- Accelerating innovation and research to improve health;
- Educating leaders who transform health care; and
- Redesigning the academic health environment to better serve society.

### **Areas of Excellence**

Faculty will distinguish themselves in one of the three areas of excellence described below in which they will provide contribution.

#### **Clinical Expertise**

Enable the delivery and measurement of innovative and value-focused care, demonstrating alignment with Dell Medical School's clinical mission.

### **Educational Leadership**

Enable the provision of exceptional training, mentoring or curricular development and provide fair and committed support for learners, in alignment with the medical school's mission to educate leaders who transform health care and redesign the academic health environment to better society.

### **Investigation and Inquiry**

Support the development of a rich multidisciplinary environment for research, bringing distinct skills or resources to advance the impact of research, in alignment with the medical school's mission to accelerate innovation and research to improve health.

### **Additional Contributions to the Academic Enterprise**

A record of and evidence supporting a future trajectory of excellence in terms of active, additional contributions to the academic enterprise more generally must also be clearly demonstrated and is reviewed. The additional contributions to the academic enterprise might be made at the intersection of one or more of the areas of excellence.

Activities in the area of Academic and Professional Service that faculty are engaged in that do not fall within their designated Area of Excellence must be included as a part of additional contributions to the academic enterprise. Service may include advising, counseling and other student services; administrative committee service on a local, regional, national, and/or international level; a strong record of public service to the community, state, and nation; and other evidence of merit or recognition, such as fellowships, grants, honors, and election to office in scholarly or professional organizations.

### **Faculty Professional Development and Service Requirements**

Affiliate Faculty members must engage in faculty professional development-related activities and provide substantive service to Dell Medical School. Examples of faculty professional development may include, but are not limited to, developing and completing online modules, organizing and/or attending department-specific conferences, developing and/or participating in education development offerings. Examples of service to the medical school include participating in department or university-wide committees, being actively involved in clinical case management and/or participating in or providing support to admissions-related issues. The required faculty development and the extent of service rendered on behalf of the University by an individual Affiliate Faculty member shall be determined by the department chair and the Affiliate Faculty member seeking or holding an appointment. The role and required level of faculty development and service shall be specified in writing by the department chair.

### **Track Change**

Change of track from Affiliate Faculty to Regular Faculty may be desired or warranted. Any faculty who believes that their contributions are not in alignment with this designation will have the opportunity to meet with their Chair to discuss the appropriateness of transitioning their faculty appointment to a regular professional-track appointment that allows for promotion. This will occur at the discretion of the department chair and require approval of the Appointment, Promotion and Tenure Committee.. A request to change tracks requires the completion of a new faculty appointment dossier.

### **Performance Evaluation, Remediation and Renewal**

The expected contribution and performance of Affiliate Faculty members shall be specified in writing by the Department Chair. The contribution and performance of Affiliate Faculty members will be evaluated every three years. The triannual evaluation is conducted to provide guidance for continuing

and meaningful faculty development; to assist faculty in enhancing their professional skills and achieving their professional goals; to refocus academic and professional efforts, when appropriate; and to assure that faculty members are meeting their responsibilities to the University.

Renewal of Affiliate Faculty appointments will be based on triannual evaluations. Affiliate Faculty will receive formal letters of renewal upon successful triannual evaluations at least 30 days prior to the beginning of the academic year. A faculty appointment that is not renewed in accordance with University policy is deemed terminated without the need for notice or other action by the University, per the letter of appointment. No Affiliate Faculty should expect a continued appointment beyond the period of their current appointment in accordance with [Regents Rule 31002](#).

**Adherence to University Policy**

All employees are subject to the relevant provisions of the Rules and Regulations of the Board of Regents, the Handbook of Operating Procedures of The University of Texas at Austin, and the UT Austin [Compliance and Ethics Guide](#).