Memorandum of Understanding

**{Candidate Name}**

Joint Appointment Position in the Department of {Dept} and the {Other Unit Name}

College of Arts and Sciences

{Date}

1. The tenure and tenure-accruing position for the faculty member will be placed in the Department of {Dept}, College of Arts and Sciences. Teaching and service responsibilities will be split between the Department of {Dept} and the {Other Unit Name} in the following manner:
* Teaching Load: The Faculty Member’s teaching responsibilities will be one half of teaching in {Dept} and one half in the {Other Unit Name}. Total teaching load will not exceed an appropriate load for a Faculty Member within the Department of {Dept}. Course teaching schedules are jointly decided upon by the Director of {Other Unit Name}, the Chair of the Department of {Dept}, and the Faculty Member.
* Service: Committee service will be distributed between the Department of {Dept} and the {Other Unit Name} according to negotiations between the {Other Unit Name}, the Chair of the Department of {Dept}, and the Faculty Member at the beginning of each academic year. Total service will not exceed an appropriate load for a Faculty Member within the Department of {Dept}.
1. The Department of {Dept} will provide the full, nine-month salary for this position. The faculty member will be encouraged to seek funds for salary on grants.
2. The Department of {Dept} in conjunction with the {Other Unit Name} will provide maintenance and support for the faculty member as appropriate, given the faculty member’s research, teaching, and service obligations. Additional support may be provided from the {Other Unit Name}.
3. The unit portion of any indirect cost recoveries from grants and contracts obtained by the faculty member will normally be divided equally between the Department of {Dept} and the {Other Unit Name}.
4. The secondary unit will have input on annual review, 3rd year review, tenure and promotion, and post-tenure review. Procedures for all reviews should follow those articulated in the Faculty Manual.
5. The faculty member's tenure and/or promotion will be determined in accordance with the University Committee on Tenure and Promotion Guidelines, the Faculty Manual, and the Department of {Dept} Promotion and Tenure Criteria and Procedures.

I hereby accept the terms and conditions outlined in this Memorandum of Understanding dated {Date} regarding the Joint Appointment Position in the Department of {Dept} and the {Other Unit Name} for {Candidate Name}.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

{Candidate Name}

{Primary Dept} & {Other Unit Name}

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

{Primary Dept Chair Name}

Chair, {Dept}

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

{Other Unit Head Name}

Director or Chair, {Other Unit Name}

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Joel H. Samuels

Dean, College of Arts & Sciences

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Donna Arnett

Executive Vice President for Academic Affairs and Provost, University of South Carolina