

Research Associate and Adjunct Faculty Guideline

Establishment of the Honorary Title

University Policy

§ 1 Modul University Vienna (“University”) recognizes previous faculty members and other external scholars with distinguished academic achievements and services for the University by conferring the title *Research Associate, Adjunct Assistant Professor, Adjunct Associate Professor, or Adjunct Full Professor*. These honorary appointments are given in accordance with the guidelines outlined in this policy decided by the University Senate.

§ 2 The rank of a *Research Associate* is an honorary appointment awarded by the University Board to a distinguished previous faculty member and other honorable scholars who made outstanding contributions to research. Candidates must have a PhD and have provided services or other type of support for Modul University Vienna for a minimum of 4 years. If a Research Associate is also teaching as an external lecturer at Modul University Vienna, then they are entitled to use the title *Adjunct Assistant Professor* during the study year(s) they are teaching at Modul University Vienna.

§ 3 The titles *Adjunct Associate Professor* or *Adjunct Full Professor* are honorary appointments awarded by the University Board for distinguished external scholars who have achieved the rank of Associate Professor or Full Professor either by Modul University Vienna or any other reputable university, and who support Modul University Vienna’s activities in research, teaching, and internal or external services.

Nominations and Appointment Procedure

§ 4 To be considered for any of § 1-3 listed appointments, a faculty member or external scholar may be nominated by a school head. The following shall be taken into consideration when considering a previous faculty member or external scholar for an honorary appointment:

- a. excellence in teaching and scholarship;
- b. outstanding professional accomplishments;
- c. service to students;
- d. service to peers;
- e. service to the University;
- f. service to the community at large.

§ 5 Current faculty members of Modul University Vienna are not eligible for any of the honorary titles listed in § 1-3.

§ 6 Nominations are submitted to the President including a one-page statement highlighting the contributions and support for the University and providing supportive signatures by at least one currently employed Associate or Full Professors. The President shall confirm the nominee's eligibility for honorary appointment status and forward a recommendation to the University Board.

§ 7 Upon review of candidates' materials the University Board makes a final decision and informs the candidate and faculty members who have recommended the nominee. Candidates are invited to accept the honorary appointment within a period of four weeks. The title will be conferred upon acceptance by the candidate for a maximum period of five years. Renewal for additional periods is possible. Until acceptance by the candidate all communications relating to the honorary appointment status remain confidential.

§ 8 Research Associates or Adjunct Assistant Professors may be invited by the University to act as supervisor of thesis on bachelor and master level. Adjunct Associate Professors or Adjunct Full Professors may be invited by the University to provide professional service in search or promotion committees and to act as supervisor of thesis on bachelor, master, and PhD level.

§ 9 When a holder of a honorary appointment is employed by the university, the provisions of the appointment shall prevail.

Honorary Appointment Benefits and Privileges

§10 The holder of an honorary appointment may be given use of University facilities and services as approved by appropriate administrative authority and consistent with available fiscal and personnel resources. The benefits and services may include:

- a. University email address and services;
- b. use of the University's library. Any resulting fees for library loans or other library services with costs will be the responsibility of the individual;
- c. listing of their name in the University directory;
- d. the privilege to publish research under affiliation with Modul University Vienna indicating the name of the Department who nominated the Research Associate;
- e. to attend research seminars or events of a similar nature.