

Policy title: FACULTY EXCHANGE POLICY**Revision: January 7, 2013****Effective: July 26, 1988****PURPOSE/INTENT**

A "faculty exchange" may be granted at the discretion of the Dean to enable faculty members to conduct their professional activities at other institutions of higher learning and to benefit from interaction with colleagues at these institutions, while at the same time the department, the College, and the University benefit from the presence of a visiting scholar in exchange.

UNIVERSITY OF ARIZONA POLICY

Not applicable.

SBS POLICY

A faculty exchange will only be approved, after consultation with the unit administrator, if the Dean judges that the exchange is in the best interests of the University. Only a limited number of such exchanges will be approved in any given year.

Procedure:

Faculty interested in pursuing an exchange present a proposal to their department Head/Director, who then forwards any approved requests to the Dean's office for consideration and approval.

Eligibility:

Tenured and continuing status faculty are eligible to participate in a Faculty Exchange, as are tenure-track and continuing status-track faculty who have served for two years at the University of Arizona. Nontenure track faculty (Lecturers, Professors of Practice, nontenure-eligible Professors) are also eligible to participate after two years of University of Arizona service.

Faculty exchanges may be approved under the following circumstances:

- The SBS faculty members unit approves the faculty member from the partner university, and that faculty member's work plan, as an acceptable substitute for the SBS faculty member.
- The SBS faculty member is assigned to teach (or, in the case of continuing-track faculty, carry out his or her normal range of duties) for a semester or a year at a partner institution.
- A faculty member from the partner institution is assigned to teach (or, in the case of exchanges with a continuing-track faculty member, carry out his or her normal range of duties) in the SBS faculty member's unit at the University of Arizona for the same length of time as the SBS faculty member is absent.
- The SBS faculty member and the faculty member from the partner university exchange services during the same academic year, though not necessarily in the same semester (in fact, alternate semesters may be more beneficial to collaboration).

- During the period of the SBS faculty member's assignment off campus, he or she remains a fully-paid employee of the University of Arizona, and receives normal benefits.
- The faculty member from the partner university is paid for his or her services while on assignment at the University of Arizona by his or her home institution, and maintains a benefits program through that institution, incurring no costs to the University of Arizona.
- The University of Arizona is not responsible for travel or other costs associated with the exchange. However, the SBS faculty member may supplement his or her regular salary with fellowships, employment, or other grants-in-aid that help defray special expenses of the exchange.
- The SBS faculty member agrees to return to the University of Arizona for a period of further service equal to the duration of his or her exchange assignment.

Impact on clocks:

Participation in a faculty exchange does not affect the faculty member's tenure/continuing status or sabbatical/professional development leave clocks.

CONSIDERATIONS

Departments must ensure that the teaching quality and overall quality of their programs are maintained or enhanced when considering Faculty Exchange requests.