Memorandum of Understanding
Additional Characteristics of Research Faculty Appointments

Candidate: NAME
Title: Research Investigator
Department: DEPARTMENT NAME
Date: DATE

Formatting Note: Bullet points in blue cannot be changed. Bullet points in black should be tailored to the candidate’s appointment and the department’s policies and procedures.

• Research faculty appointments are without tenure. While possible, it is unlikely that a research faculty position will be converted to an appointment in the instructional (tenure) track at the University of Michigan.

• Continuation of research faculty appointments is subject to performance that meets or exceeds the appointing department and University criteria and the availability of continued funding.

• The mentoring and career development of research faculty is an important issue. Helpful information is provided in “Giving and Getting Career Advice: A Guide for Junior and Senior Research Faculty” developed by the UM ADVANCE Program and the University of Michigan Office of Research. (See link below.) Consult with your department leadership on this issue.

• The University has a maximum time-in-rank policy for Research Investigators. After a Research Investigator has been in this position for four years without promotion, the appointing department must move him/her out of the rank. Consult the University and school/college/unit policies for the detailed policies governing your appointment. (See links below)

• On an annual basis faculty submit an activity report, which is used by the Appointments, Promotions and Awards committee to conduct performance reviews. The results are discussed with each individual faculty member as part of an annual meeting with the Chair of the Department, including performance in the previous year, expectations for the coming year and if applicable, an annual salary adjustment.

• Funding for salary and benefits for this appointment will be for one year from Dr. John Smith’s NIH RO1 grant, “Molecular Immunology in Psoriasis” and from your American Heart Association grant “DNA sequencing of Psoriasis”. You will also share lab space with Dr. John Smith in BSRB until such time you have acquired sufficient external funding to warrant your own lab space. Decisions on reappointment will be based on research funding, scientific productivity and the needs of the department and the Medical School. If your appointment is continued, then your funds or those of Dr. Smith will support your salary.
• It is the Department of XXXXXX’s expectation for Research Investigators to generate peer-reviewed publications of their current work and/or individual salary support on sponsored funds by the end of the fourth year of your appointment. Peer-reviewed publications are required for advancement to the Research Scientist track. Peer-reviewed publications along with independent extramural funding are required for advancement to the Research Professor track.

• Bridging support from the UMOR, Department of XXXXXX, and the Medical School is as follows: Research Investigators are not eligible for bridging support.

Links to University policies referred to in this MOU:

• University and Medical School policies for the Appointment and Promotion of Research Faculty.
  UMOR Research: http://research.umich.edu/research-faculty/appointments-and-promotions/
  Provost: http://www.provost.umich.edu/faculty/appointment_guidelines/offer_guidelines.html
  Medical School: http://med.umich.edu/medschool/faculty/app_promo.htm
• UMOR Policy on Bridging Support: http://research.umich.edu/research-faculty/appointments-and-promotions/#16

__________________________________________
NAME (Department Chair)  Date

__________________________________________
NAME (Mentor)  Date

I understand the additional characteristics of my appointment to the position of Research Investigator in the Department of XXXXXX as described above:

__________________________________________
NAME (Candidate)  Date