

Office of Academic Affairs | University Studies

Post Office Box 751
Portland, Oregon 97207-0751

503-725-5890 tel
503-725-5977 fax
askunst@pdx.edu
www.pdx.edu/unst

Memorandum of Understanding (MOU)

Between University Studies (UNST or Sharing Unit) And School of Business Administration (Home Unit)

Reference: Shared Appointment of Tenure line faculty

I. Purpose

University Studies is Portland State University's four-year, interdisciplinary general education program. The mission of University Studies is to facilitate the acquisition of the knowledge, abilities, and attitudes which will form a foundation for life-long learning among its students. Critical to this mission is the need to establish Shared Appointments where faculty have teaching, service and research obligations to both the Sharing and Home Academic Units.

This MOU establishes a formal collaborative endeavor between the Sharing Unit and the Home Unit. The shared appointments must: a) fulfill the missions of the collaborating department and University Studies, and b) allow the faculty involved to have the opportunity to achieve successful performance evaluations.

Intent: The Business Strategy course in the business core will be re-designed to include UNST capstone goals. School of Business will take the responsibility for offering University Studies Capstone courses for all School of Business students by redesigning the Business Strategy Capstone to meet the UNST capstone requirements. School of Business will be supported in making this change by addition of two new tenure related positions and one fixed-term position.

The faculty positions hired to support the above changes will be dedicated to improving undergraduate education by fostering faculty scholarship of discovery within a discipline. Faculty in this position will teach undergraduate students business-oriented capstone classes satisfying the capstone goals of the University Studies program.

II. Definitions

Academic Unit: an academic program, department, division, college, institute, school or center.

Home Unit: the unit most relevant to the discipline of the faculty member making the request for the shared appointment and with which the faculty member feels the closest identity.

Shared Appointment: faculty members hold shared appointments if they have appointments in two or more Portland State University units (academic or administrative).

Sharing Unit: an academic unit that has joined with a faculty member's identified Home Unit in a collaborative manner to support a shared academic appointment.

III. Obligations and Duties of the Sharing and Home Units

This agreement is between University Studies (Sharing Unit) and School of Business Administration (Home Unit).

The shared appointments are nine month, academic year appointments.

The status of these shared appointments is annual tenure.

The rank of these shared appointments is Assistant or Associate Professor.

This faculty position is dedicated to improving undergraduate education by fostering faculty scholarship of discovery within a discipline. Faculty in this position will teach UNST capstones, in the core business curriculum. The Business Strategy course in the business core will be re-designed to include UNST capstone goals. We understand that Portland State University and the University Studies program will evolve and change over time but this expectation and related work assignment will not change; faculty in this position must teach the Business Strategy/UNST capstone courses each year. Without changing the overall commitment to Sharing Unit, the shared faculty may have the choice, at the discretion of the Home department, to teach courses other than the Business Strategy/UNST course for one year every three years. If the departmental commitment to including the UNST capstone goals in the core business curriculum is not fulfilled, the department's next available position will revert to a central pool for reallocation by Academic Affairs to support University Studies.

In parity with department's tenure-line faculty load, the teaching load for this position is 16 credits per year until awarded indefinite tenure, at which time the teach load increases to 20 credits per year. The actual credit hours may vary from year to year but will be adjusted to average the desired credit load on a 3 year rotation. The home department upon agreement with University Studies may fulfill the shared faculty member's obligation to University Studies by replacing the shared faculty by a tenured or tenure-related faculty member(s) from the home department.

Typical course assignment prior to achieving tenure may look like:

	Fall	Winter	Spring
Year 1	No teaching	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,
Year 2	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,
Year 3	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,

Typical course assignment after achieving tenure may look like:

	Fall	Winter	Spring
Year 1	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,
Year 2	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,
Year 3	(6 Credit) Business Strategy/UNST capstone,	(6 Credit) Business Strategy/UNST capstone,	(12 Credit) Business Strategy/UNST capstone,

Teaching in University Studies

University Studies welcomes faculty from a variety of backgrounds, shared faculty or faculty replacing them. New faculty will bring many different and useful perspectives on course development, teaching, and addressing the needs of students. Many of the basic responsibilities of any Portland State University faculty member remain the same in UNST. However, some

