

Guidelines for awarding the academic designation of *Affiliate Professor* at TU Darmstadt



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TU Darmstadt awards the academic designation of *Affiliate Professor* (Affiliate Prof.) to visibly link internationally outstanding professors to TU Darmstadt and its departments.

The *Affiliate Professor* implements a model that can be realized in different ways. Depending on the person and specific situation, it may differ in involvement in research, teaching and promotion of early career researchers (see section 4) as well as the mode of their implementation at TU Darmstadt (see section 6).

1. Objective

The aim of awarding the designation of *Affiliate Professor* is to visibly integrate outstanding, highly visible scientists into the activities of TU Darmstadt in cases where an appointment to a full professorship at TU Darmstadt is not possible for personal or structural reasons. Existing international collaborations at the professorial level can thus be strengthened and relationships in research and teaching intensified. The affiliation to TU Darmstadt can be made visible in various ways, e.g. including the additional mention of the TU Darmstadt affiliation in publications. The format is also intended to make collaborations with female scientists more visible and to link them to TU Darmstadt.

Die Präsidentin

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64283 Darmstadt

2. Academic designation

TU Darmstadt affiliates professors from other universities using the professorial title already awarded by this other university and grants them the academic designation of *Affiliate Professor*, which expresses their affiliation with TU Darmstadt without conducting a formal appointment procedure. The designation is not translated into German.

3. Requirements

The general prerequisites for being awarded the designation of *Affiliate Professor* is a prior appointment to a full-time professorship at an internationally recognized university. The position must correspond to a professorship in Germany in terms of admission requirements and the appointment procedure (i.e., according to §68 or §69 HessHG, a doctorate and additional academic achievements are required, and the procedure should generally have been carried out with external evaluation). This requirement is assessed on an individual basis.

Further requirements for awarding the designation *Affiliate Professor*:

- Outstanding qualifications of the candidates, proven by scientific achievements
- Currently active professorship
- Active cooperation or interest in cooperation with TU Darmstadt

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4. Rights and obligations

The rights:

- Legal status as associates of the university
- Right to teach
- Possible appointment as an examiner (if independent teaching is provided, this entails the role of an examiner; an (unpaid) teaching assignment can be concluded as proof)
- Possibility of appointment as examiners (Referierende) of a dissertation and, in special cases, supervision of doctoral candidates (§10 para. 1 and §11 para. 2b of the General Provisions of the Doctoral Degree Regulations of TU Darmstadt)
- No self-administration rights

The duties arise from the specific way in which the appointed persons are involved at TU Darmstadt. The activities must include the typical core tasks of professors, while the implementation should be handled flexibly:

- Teaching, e.g. equivalent to 2 SWS or in the form of block lectures, summer schools, collaborative teaching, etc.
- Collaboration in research
- Collaboration in the promotion of early career researchers (e.g. joint supervision of doctoral students)
- Regular guest stays

5. Procedure

5.1. Application of the department to the President

The department submits an application approved by the departmental council in which the advantages of the affiliation of this very persons is justified. The following points can be referenced as example:

- Collaboration in teaching and research (e.g. joint research or teaching projects, joint high-ranking publications, organization of conferences or workshops),
- Promotion of early career researchers (e.g. joint supervision of doctoral students; cooperation in graduate schools/research training groups)
- Prominent responsibility for partnership relationships with TU Darmstadt.

If the designation is to be awarded to individuals who have not yet been regularly active at TU Darmstadt, the application must explain how the planned engagement and involvement in teaching and research will be implemented.

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The implementation of a possible financial remuneration for the activity (see section 6) must be considered and agreed individually for each case. As part of the application, it should be indicated to what extent the payment of a fee is envisaged – the specific agreement takes place only after approval by the Executive Board (see section 5.2).

The Executive Board defines a binding template for the preparation of applications.

Review of the application

The Executive Board reviews the application and, if necessary, involves the Scientific Advisory Council or the Appointment Committee of the University Council.

After reviewing the application and making a positive decision, the Executive Board asks the Senate for a favorable opinion (Stellungnahme). After the Senate takes a position on the application, the Executive Board informs the department of the review results.

In the event of a positive statement, the exact implementation can be agreed upon with involvement of the candidate and Directorate VII.

5.2. Award by the President

The academic designation *Affiliate Professor* is awarded with a certificate by the President.

The award of the academic designation of *Affiliate Professor* is generally limited to an initial maximum of five years. An extension, usually for a maximum of another five years, is possible, following a procedure analogous to the initial appointment.

6. Financial Remuneration

The model allows for

- An affiliation without financial remuneration (e.g. only reimbursement of travel and accommodation expenses)
- Financial remuneration in the form of fees for teaching assignments
- Financial remuneration and affiliation through service contracts

In case of contractual commitments to TU Darmstadt, it should be noted that authorization from the primary employer may be required.

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Funding is provided by the respective departments, whereby existing structures, such as the funding of guest stays through TU Darmstadt Research Fellowships or involvement in Joint research labs, should be considered and taken into account.

Darmstadt, 15 April 2024

Prof. Dr. Tanja Brühl
— President —

Die Präsidentin

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