

Collaborative Academic (Teaching/ Research and Educational) Activities

Faculty members are regularly offered opportunities for involvement in collaborative teaching/ research and/ or educational activities apart from their roles as full time members at the Faculty of Medicine at the American University of Beirut. The Faculty of Medicine recognizes the value of an active faculty participating in such activities if they contribute to individual growth, extend knowledge, or advance the mission of the Faculty and hence the University.

The basic principle of the below policy statement is that there needs to be clarity regarding potential or apparent conflict between these activities and the faculty member's University duties and a limitation upon the time that a faculty member may spend.

Disclosure Process

Faculty members are to discuss one month in advance collaborative teaching/ research and/ or educational activities with their department chair who will approve, in writing, based upon adherence to University policies. Individual department chairs have the right to limit such activities if they conflict with the ability of the faculty member to perform their Faculty and/or University obligations or are inconsistent with the Faculty and / or University's missions. In the case of chair of department engaging in such activities, the VP/Dean or the Associate Dean for Faculty Affairs will grant him/her the approval.

Full-time faculty members are allowed to teach limited number of lectures if approved by the department chair. However, they are not permitted to teach full courses at other institutions without the permission of the University Provost. Requests to teach full courses must be appraised by the chair and submitted to the Dean for review and opinion. If approved, it will be submitted to the Provost for final approval.

The Faculty Affairs Office needs to be notified by the chair of the activities of the department faculty members.

Faculty members are to indicate if a potential conflict of interest exists for the outside activity. It is the responsibility of the faculty member to read and understand the conflict of interest and conflict of commitment policies and guidelines of the University.

The number of permissible days

Other than the annual leave, a full-time member of the faculty may be granted permission to engage in collaborative teaching/ research and/ or educational activities up to 30 calendar days per annum.

When working for AUB's Office of Regional and External Programs (REP) on university related projects, follow the guidelines set by the AUB policies. (<http://pnp.aub.edu.lb/university/academic/148020108.html#reg>).

Chapter Two-Section 10 of the AUB Faculty Manual) provides general guidelines to faculty considering such activities apart from their University appointment on (<http://pnp.aub.edu.lb/university/academic/148020108.html#pr>)