UNIVERSITÄT
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Guidelines relating to the status of *adjunct researchers* at the University of Bern

The University Board of Directors,

on the basis of art. 39 para. 1 item b of the law of 5 September 1996 governing the University (University law; UniG),

resolves:

International cooperation and networking between institutions and researchers play a major part in research. When close cooperation with an outside researcher is of longer duration there may be some interest in creating a special status to indicate this close relationship.

The University Board of Directors sets out below regulations for the framework conditions under which such a status, of *adjunct researcher*[1] of the University of Bern can be instituted by the Faculties.

Art. 1 Authority for the institution of the status

[1] The Faculties may institute the status of adjunct researcher subject to the terms of the present guidelines.

[2] Institution is done under the organisational rules of the Faculty or by separate Faculty resolution.

[3] The University Board of Directors decides on the institution of the status at the Interdisciplinary Centres.

[1] The terminology is inconsistent. The relationship is sometimes labelled “associate” or “affiliate”, but “adjunct” is commonly used in the English-speaking world. The terminology used here (cf. art. 5) follows the latter variant.

Art. 2 Granting of the status

[1] The association takes place in a Department, an Institute, a Clinic or an Interdisciplinary Centre. The directors of the respective unit are responsible for the decision on granting the status.

[2] The directors of the Departments, Institutes and Clinics notify the association in each case to the Dean's Office of the Faculty concerned; the directors of the Interdisciplinary Centres inform the Dean's Office of the Faculty to which the Centre is allocated for administrative purposes, and also the University Board of Directors on associations granted.

[3] The Dean's Offices and the University Board of Directors keep a list of associations at the units allocated to them.

Art. 3 Prerequisites for granting of the status

Adjunct researchers may be members of the University of Bern, or of other universities or research establishments which work academically in one of the academic fields of the Institute or organisational unit concerned and are connected with this Institution by means of an active research cooperation.

Art. 4 Granting of the status

[1] The application for the granting of the status must be submitted to the directors of the respective Institute or organisational unit. The application must contain a statement of reasons relating to the fulfilment of the preconditions, together with a curriculum vitae.

[2] The status is granted for a period of three years.

[3] Subject to the precondition that the active research cooperation is still ongoing, the status may be renewed as many times as necessary, in each case for periods of three years.

[4] Adjunct researchers will be listed in an appropriate way on the website of the Institute or organisational unit.

[5] The status may be revoked at any time by the directors of the Institute or organisational unit, in particular if the preconditions of art. 3 are no longer met or in the event of breaches of duty.

Art. 5 Designation of the status

The first element of the status designation is the title "adjunct", and the second is derived from the academic grading of the home university.

Examples:

- *AB, Professor at the University of Hamburg / Adjunct Professor at the University of Bern*

- *CD, Lecturer at the University of Cologne / Adjunct Lecturer at the University of Bern*

Art. 6 Rights and duties pertaining to the status

[1] The granting of the status as adjunct researcher is not linked to any employment, nor any rights to such, nor to any remuneration.
[2] The adjunct researcher may describe herself/himself to third parties as an adjunct researcher of the University of Bern (for the exact terminology cf. art. 5).
[3] The Institute or the organisational unit may make provision for the adjunct researcher to participate at any meeting of the unit (Institute conference or the like) or Faculty as a non-voting guest.
[4] The adjunct researcher must observe the guidelines of the University Board of Directors and the directors of the Institute.

Art. 7 Use of infrastructure and holding of an e-mail address

[1] The adjunct researcher is permitted to use the library resources of the Institute or organisational unit.
[2] Provided operational conditions allow, the directors of the Institute or organisational unit may authorise the adjunct researcher to use offices, laboratories and other facilities of the Institute or organisational unit.
[3] The decision regarding the use of other resources (e.g. IT support, support from administrative or technical staff) is taken by the directors of the Institute or organisational unit as required on a case by case basis. In doing so, they must ensure that the operational conditions permit such use.
[4] The Institute or organisational unit may provide the adjunct researcher with a University e-mail address at her or his request.
[5] Opportunities to use the infrastructure within the meaning of paragraphs 1 to 4 are provided in accordance with the relevant approvals of the Directors of the Institute or organisational unit, and provided operational conditions allow. They may be revoked at any time, and do not give grounds for claims of any kind by the adjunct researcher for their continuation.
[6] Third-party funding loans from the University of Bern must be administered exclusively by employees of the University.

Art. 8 Effective date

These guidelines are effective from the date of signing.

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Bern, 21 June 2011

On behalf of the
University Board of Directors:

sig. U. Würgler
Prof. Dr. U. Würgler, Rector