Expectations of Joint Members
Department of Health Research Methods, Evidence, and Impact (HEI)

University Expectations:
Full-time members of academic departments at McMaster University may hold joint memberships in additional departments at McMaster University to facilitate academic exchange. Joint memberships must be approved by the individual’s primary Department Chair; the Dean of both Faculties if more than one Faculty is involved; the Dean of Graduate Studies if graduate teaching is involved; and finally by the VP Academic/Provost.

HEI Expectations:
Joint membership in HEI is predicated on a notion of mutual relationship, whereby both the Joint member and the department benefit. Joint memberships are normally reserved for faculty members who have primary appointments in other departments but who are heavily involved with the academic activities in HEI and to recognize long standing relationships with some of our associate members. Our joint memberships have no end date and therefore joint members are not subject to the review and renewal process (subject to the Chair’s discretion).

Joint members are expected to contribute to the research, education and service missions of the HEI and to enhance the academic environment of the department. Joint members should be independent researchers and, typically, would contribute at least four teaching sessions (typically each three hours in length) per year to courses of one or more of the educational programs supported by the HEI (i.e., the Health Research Methodology Program, the Health Policy Program, the Master of Public Health Program, the eHealth Program, the Bachelor of Health Sciences undergraduate program, the Public Health and Preventive Medicine Residency Program, or the Graduate Diploma in Clinical Epidemiology).

Appointment Process:
Individuals must be nominated for joint membership by the Chair of the department in which the candidate holds the primary appointment. The nominated individual should meet with the Chair of HEI. The DEC, the Assistant Dean HRM and/or the program directors of other HEI programs may also be asked to discuss potential areas of collaboration and contribution. Additional meetings with members of HEI will be arranged to facilitate this discussion. Letters of nomination, a letter from the candidate, an up to date CV and results of any meetings will be presented for consideration to the HEI Appointments Committee by the HEI Chair.

Please contact Heather Carr for further information on joint appointments in HEI.

Revised August 24, 2017