



AAPP Adjuncts and Affiliates

Adjuncts

This document should be read in conjunction with the University of Tasmania's Adjuncts, Clinical and Associate Title policy and procedure documents, available [here](#).

Adjunct appointments under the AAPP are required for the non-UTAS partner agency staff and national/international collaborators if they wish to be involved in such things as graduate supervision of AAPP students, have access to the IMAS building, have access to UTAS networks, such as the AAPP Microsoft Teams site. Adjunct appointments are also required for visiting scientists in order to gain access to UTAS networks, buildings and visa sponsorship requirements.

Adjunct appointments are for making or expecting to make an active and ongoing contribution to the work of the AAPP within [IMAS](#). New University Associate to Adjunct Senior Lecturer level appointments are signed off at the IMAS Head of School level; all applications for Associate Professor or Professor level appointments are considered by the Adjunct, Clinical and Associate Titles Committee which is chaired by the UTAS Provost. Nominations at this level should be discussed with the IMAS Executive Director in the first instance.

The following needs to be provided to the AAPP Office:

1. Complete the Adjunct, Clinical and Associate Titles Nomination [Form](#). Project Leaders to be nominators with Nathan Bindoff as University Line Manager.
2. Rationale for the conferral provided by the nominator, which outlines the nominee's expected contribution to the work of the University states the benefits expected to flow to the University. This tends to be in the form of a letter.
3. Brief, current curriculum vitae of the nominee (5 pages maximum or a web hyperlink).
4. Nominator to send completed documentation to the AAPP Office.
5. AAPP Office will seek signatures and submits through ServicePortal to UTAS HR.

Adjunct appointments receive formal letter of offers through the University of Tasmania Human Resources department which require to be accepted and returned in order for the appointment to be validated.

Adjuncts may participate in AAPP events and are required to complete KPI reporting via [Cle\(v\)er](#).

Affiliates

Affiliates are contributors to the AAPP which do not contribute formal in-kind FTE nor require access to UTAS/AAPP networks. Affiliate status might assist in writing proposals for

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students or funding to show you are a part of a larger community. Other examples are technicians seeking affiliate status as they provide technical support or HDR candidates whose project partly relates with the AAPP objectives but is funded through other sources (e.g. a QMS candidate working on a AAPP 'Project 4: Oceans' related project). Affiliates may participate in AAPP events and KPI reporting via [Cle\(y\)er](#) is optional.

The AAPP Affiliate Application Form should be completed and send to the relevant Project Leader for their consideration and endorsement. This endorsement should be based on the value the affiliate brings to the AAPP. The completed and endorsed form should be submitted with relevant attachments to Wenneke.tenHout@utas.edu.au.

The new affiliate will receive a letter from the AAPP Office advising of the affiliation.

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