

Regulations on how to confer the title of honorary faculty member at Isfahan University of Medical Sciences

According to Article 115 of the Administrative-Employment Regulations of the faculty members, the Institute can, upon approval by the Board of Trustees, award the title of Honorary Professor to individuals who have achieved great status in or have rendered great services to humanity, and after the approval of the Institute Council.

The honorary professor is not subject to the rules of employment of the faculty of the institute. However, the institute is allowed to grant benefits to honorary professors, the amount of which is approved by the Board of Trustees. Therefore, in order to use the scientific and research potential and also to receive medical and educational services and especially clinical skills from international experts as well as faculty members of other universities, the regulation should be developed.

Article One: QUALIFICATIONS

A. Applicant or proposed specialists must be employed or retired faculty members of this university or one of the prestigious domestic or foreign universities.

Note 1: In the case of applicant faculty members residing abroad (Iranian or non-Iranian), it is better to use the provisions of the bylaws of the affiliated faculty members approved by the sixty-fourth session of the University Council dated 07/30/2013 and in case of those non-compliant with the bylaws, apply the provisions of this regulation.

Note 2: The faculty members of universities and institutes abroad, subject to paragraph A, must have the academic rank of at least associate professor and preferably professor. In special cases and at the discretion of the university's general committee or its authorized representative, the university's vice chancellors for education and research, the dean of the relevant faculty or research institute, and the university's director of international relations, it is also possible to hire assistant professors as well.

Note 3: Faculty members of Iranian universities and Iranian scientific institutes covered by paragraph A must necessarily have the academic rank of professorship, mastery, and need to have achieved great status in or have rendered great services to humanity in a special capacity.

Note 4: Specialists inside or outside the country who are not faculty members but have achieved great status in a field or have done a great service to humanity will be conferred the title of an honorary educational-research partner of the university and their entitlement of benefits of this regulation is possible if they bear conditions mentioned in Article 2 and if the committee mentioned in Note 2 of Article 1 of this regulation finds them qualified.

Article Two: QUALIFICATIONS AND DUTIES & OBLIGATIONS

A. The type of activity of the applicant must be defined by the department, faculty, research center, or research institute and must be included in the notice. Obviously, these activities include educational, research or therapeutic services.

B. It is necessary for the honorary faculty member to dedicate at least two weeks of his / her time to Isfahan University of Medical Sciences, preferably consecutively and in the form of physical or virtual presence.

C. It is necessary to evaluate the performance of the honorary faculty member bimonthly by the relevant department or research center and report it to the faculty or research institute, so that the relevant vice chancellor or international relations management can report it to the university board to make the necessary decisions on extending or terminating the membership.

D. The selection of specialists residing inside or outside the country who are not faculty members but have made great achievements in their fields or have rendered great services to humanity as an honorary professor is subject to the following conditions:

- Educational or research cooperation with Isfahan University of Medical Sciences for 10 years
- Having hourly paid contracts or approved research projects
- Earn more than 90 points from learners in annual assessments
- Full satisfaction of the educational department / research center / faculty / relevant research institute of his educational-research performance confirmed and sent to the director of international relations of the university

Article Three: THE PROCESS OF SELECTING AND AWARDING THE TITLE OF HONORARY FACULTY MEMBERSHIP

A. The necessary documents of the applicant or proposed lecturer, such as university degrees or academic qualifications, will be received through the international relations management of the university, department, faculty, and research center or research institute.

B. It is necessary for the applicant's application letter and records to be approved by the department council or the research center and that their approval be sent to the faculty .

C. The dean of the faculty should dispatch his/her approval to the relevant vice chancellor of the university. In case of foreign applicants (Iranian or non-Iranian) it should be sent to the international relations management.

D. The relevant vice chancellor or international relations management reflects the received documents and approvals to the university board of directors, and if approved by the board

of directors, the honorary faculty member will be notified by the president of the university for two years.

- E. It is necessary to send a written report on the performance of each honorary faculty member and its achievements through the department or research center annually to the relevant faculty or research institute and then to the relevant deputy or international relations management.

Note 5: It is the responsibility of the relevant deputy or the director of international relations to follow up on the above paragraph.

- F. Issues related to visas and coordination with the University Security Office and other relevant institutions for non-Iranian applicants are handled by the International Relations management and the results along with the documents required are sent to the University Board of Directors to make the final decision. Therefore, it is necessary for the relevant faculty or research institute to make the necessary coordination with this management.

Article Four: HONORARY FACULTY MEMBER HONORS

- A. Accommodation and travel expenses of honorary faculty members are covered by the relevant faculty or research institute.

Note 6: Accommodation and travel expenses for honorary faculty members can be funded by congresses, associations, charities, and other non-governmental sources.

Note 7: It is necessary to announce the date of entry and exit, residence length, and place of residence of the non-Iranian or Iranian honorary faculty member residing abroad by the relevant faculty or research institute to the international relations management of the university in order to make the necessary arrangements.

Note 8: If a foreign honorary faculty member is simultaneously engaged in scientific, educational and research activities at another university or institution in Iran, it is necessary to share travel expenses with that university and the university' international relations management is responsible for making the necessary arrangements .

- B. For the honorary faculty member, an identification card (English or Persian) of Isfahan University of Medical Sciences is issued with a validity period of two years. Obviously, if the membership continues, the ID card can be renewed.

Note 9: It is the responsibility of the University International Relations Department to follow up on the issuance or renewal of the ID card of a non-Iranian honorary faculty member or an Iranian living abroad.

- C. After retirement, the honorary faculty member continues his / her educational, research and therapeutic activities and is equal to at least one third of the equivalent faculty member.
- D. The honorary faculty member can use the library facilities of the university and educational centers.
- E. Honorary faculty member can use the recreational and sports facilities of the university as other faculty members
- F. The honorary faculty member can attend the meetings of the department council or the research center without the right to vote and can share his / her opinions and experiences. Obviously, it is not possible to delegate responsibility to an honorary faculty member.
- G. The process of paying for the medical services provided by the honorary faculty member will be through the full payment of the fees provided by the relevant medical training center.
- H. If the educational-research activity of a trained professor is more than the required activities (more than one third of the faculty with the same rank), it can include the same tuition fee as other faculty members.
- I. Providing facilities to a trained faculty member in terms of office, operating room, bed, internet, parking space, etc. is similar to a working faculty member.
- J. The research activities of a trained faculty member are similar to those of a faculty member working with a similar background in terms of presenting research projects.

This regulation was proposed in the sixty-seventh session of the University Council dated 11/29/1399 and was approved as an alternative to the regulations approved by the University Council dated 11/17/1381 and the forty-fourth session of the University Council dated 05/10/1397 and due to the approval of the previous version by the University Board of Trustees on 10/16/1397 and the absence of a new financial burden to the previous version, it will be effective from the date of approval.