

* The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

Regulations Concerning the Cross-Appointment System at Tokyo University of Foreign Studies

(February 1, 2016)
Regulation No. 3

Article 1 Purposes

These Regulations shall provide matters necessary for the cross-appointment system to be implemented for the purpose of promoting education, research, and industry-academia collaboration at the Tokyo University of Foreign Studies (hereinafter referred to as the "University") in accordance with the provisions of Article 4, paragraph 6 of the Working Regulations for Employees of National University Corporation Tokyo University of Foreign Studies (Regulation No. 52 of 2004, hereinafter referred to as the "Working Regulations") and Article 3-2, paragraph 3 of the Working Regulations for Specified Fixed-Term Employees of National University Corporation Tokyo University of Foreign Studies (Regulation No. 26 of 2008, hereinafter referred to as the "Working Regulations for Specified Fixed-Term Employees").

Article 2 Definition

The term "cross-appointment system" as used in these Regulations shall mean any of the following:

- (1) Any professor, associate professor, lecturer, or junior lecturer (hereinafter referred to as "teacher") who is subject to the Working Regulations and is hired as an employee of any institution other than the University (hereinafter referred to as the "Other Institution") while retaining his/her status as a member of the University and engages in the business of the University and such Other Institution (excluding, however, that engaged as a subsidiary business);
- (2) A researcher who is subject to the Working Regulations for Specified Fixed-Term Employees and is hired as an employee of the Other Institution while retaining his/her status as a member of the University and engages in the business of the University and such Other Institution (excluding, however, that engaged as a subsidiary business); or
- (3) A person holding the status of an employee of the Other Institution who is employed as a teacher or a researcher of the University while retaining his/her status as a member of the Other Institution and engages in the business of the Other Institution and the University.

Article 3 Conditions

The cross-appointment system shall apply to those who satisfy all of the following conditions:

- (1) Contributes to the further improvement of education, research, etc. of the University;

- (2) Does not conflict with benefit to the University;
- (3) Maintains ethics as a teacher or researcher of the University;
- (4) Does not cause substantial hindrance to the performance of duties as a teacher or a researcher of the University; and
- (5) Otherwise does not cause hindrance to securing fairness, transparency, and reliability of duties.

Article 4 Application and determination of applicability

- 1 If the dean of any school, etc. intends to apply the cross-appointment system to a teacher or researcher of the University or to an employee of the Other Institution (hereinafter referred to as a "teacher, etc."), he/she shall notify the President thereof.
- 2 Upon receipt of the proposal in the preceding paragraph, the President shall decide whether or not to apply the cross-appointment system through a conference of the Board of Executive Directors.

Article 5 Treatment of working hours, salary, etc.

- 1 The working hours, holidays, leave, etc. of teachers, etc. to whom the cross-appointment system is applied shall be decided through conference between the University and the Other Institution.
- 2 Treatment of salary for teachers, etc. to whom the cross-appointment system is applied shall be decided through conference between the University and the Other Institution.
- 3 In addition to the matters set forth in the preceding two (2) paragraphs, necessary matters regarding the working conditions of teachers, etc. to whom the cross-appointment system is applied shall be decided through conference between the University and the Other Institution.

Article 6 Conclusion of agreement, etc.

- 1 When intending to apply the cross-appointment system to teachers, etc., the President must conclude an agreement with the head of the Other Institution.
- 2 The President must obtain consent to the contents of the agreement in the preceding paragraph in writing from teachers, etc. to whom the cross-appointment system is intended to be applied.

Article 7 Miscellaneous Provisions

Any matters not set forth in these Regulations concerning the cross-appointment system shall be prescribed separately.