

Rabat Business School

Procedure for Visiting Professor Appointments

1. Description

A visiting professor is an individual scholar from another university or research institution who is invited to Rabat Business School (RBS) for a specified period of time. Faculty from other universities or academic institutions who hold continuing appointments in their home institutions may be appointed to an RBS department as a visiting professor.

The purpose of visiting professor invitations is to promote information exchange and collaboration between scholars and researchers, and/or to expand educational horizons by acquainting RBS students and faculty with perspectives and expertise from other institutions and/or other cultures. Thus, visiting professors are usually expected to contribute to the research and teaching activities of the academic department to which they belong.

The duration of the visiting professor appointments can vary depending on the availability of the professor and the needs of the school. Visiting professors are not considered core employees of the school and thus cannot be considered for advancement or promotion.

2. Documentation required at time of application

- A Curriculum Vitae (CV) of the candidate is required at the time of application.
- A cover letter indicating the motivations and the benefits of the visiting position for the candidate and the school

3. Application Procedure

Prospective visiting professors should apply in writing to the Associate Dean for Faculty at the following address (oumaima.erriha@uir.ac.ma). Inquiries to other university offices should be forwarded to the Associate Dean for Faculty for the application to be considered.

Applicants must submit their CV, cover letter, and preferably, names of RBS faculty they would like to consult/work with during their stay at Rabat Business School.

Upon approval of the Dean, the Dean will issue a letter of invitation. The invitation letter will set out the mutually agreed expectations of the visiting faculty and the host department regarding the visitor's responsibilities and the support/facilitation the school will provide.

The letter of invitation will also include the purpose of the visit to RBS, the nature of the position, the intended length of stay, and the financial arrangements if applicable. The invitation letter must be signed by the candidate indicating acceptance of the invitation and its associated conditions.

4. Support

In approving the invitation of a visiting professor, the school will provide use of office space, internet connection, and printing services. Other supporting services can be provided on a case-by-case basis.

5. Rescinding an Invitation

Visiting professor status may be ended before the expiration of the term by mutual agreement between the school and the visiting professor. The appointment can also be rescinded by the school alone if deemed to be in the best interests of the institution.

6. Rights and Responsibilities

- The nature and extent of participation in academic activities (research, teaching...) should be mutually agreed between the school and the visiting professor.
- RBS will inform the community, through appropriate media channels, about the visiting professor' appointment.
- Where possible, visiting professors will be invited to present one or several seminars, in the area of their research interest, for the benefit of the host unit or the community at large.
- While on campus and/or engaged in scholarly or academic work using their association with RBS, visiting professors must comply with all RBS and UIR policies, including those governing research ethics and occupational health and safety.