

## Preamble

EPFL encourages its professors emeritus (PH) to maintain strong ties with the School by being present on site and with research, service and teaching activities. This policy is supported by several arguments: respect for colleagues who have devoted years to the institute, and due to their professional status, the opportunity to continue benefiting from their experience, the positive impact for the School's image, and a positive influence for future recruitment. Additionally, PHs contribute to the School's bibliometric value, which provides benefits in terms of 'rankings' and budgetary allocations.

## Section 1 General Provisions

### Article 1 Specific activities: leadership of semester and Master projects, co-leadership of doctoral theses

PHs may lead semester or Master projects. This leadership is subject to the authorisation of the Director of the Section concerned. The PH may co-lead doctoral theses in accordance with Article 10 of the *Ordonnance sur le doctorat à EPFL* of 26<sup>th</sup> January 1998 (LEX 2.4.0.1). Co-leadership is authorised by the Associate Vice President for Post-Graduate Education.

### Article 2 Remuneration

EPFL may employ a PH for research, service or teaching activities by allocating a mandate or teaching duties. Remuneration is ensured by the Vice Presidency for Academic Affairs, the Section concerned and/or the Faculty, depending on the general rules and regulations applicable to external teachers at EPFL.

### Article 3 Place of work

Provided that suitable premises are available, EPFL will allocate a place of work for the PH in order to facilitate his/her activities. This allocation is not necessarily related to a mandate or teaching duties. The place of work will consist of a workspace for two or three persons within the perimeter of the Faculty to which they are attached.

For the attribution of a workspace, the PH will contact the Dean of his/her Faculty, who will make his/her decision. In the case of a positive response, the Dean will communicate his/her decision to the Vice President for Academic Affairs (specifying the location of the allocated workspace).

The allocation will be discussed for a second time and where necessary, renewed every three years.

### Article 4 Resources available

The School's standard services (telephone, office computer equipment, computer network and email, postal mail, library services, rights of access to relevant buildings, half-fare train card) are made available to PHs with a workspace at EPFL.

### Article 5 Secretariat services

A PH may use a secretariat service. A secretarial post may be funded by his/her Faculty to a maximum of 10%.

### Article 6 Management of mandates and subsidies

When a PH participates in a mandate, research contract or service contract, or a subsidy accorded by EPFL, the contract and all related financial aspects will be handled in accordance

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with EPFL rules and regulations, under the responsibility of an EPFL Unit (signature of the Head of Unit in accordance with EPFL regulations). Except in the case of specific agreements formally approved by the Vice President for Academic Affairs, the PH may not use his/her signature to represent EPFL. Should the PH have any possible private consultancy mandates, these will be treated as being strictly private and separate from the activities undertaken by the PH for EPFL. Such mandates in no way imply commitment from EPFL. The PH is responsible for ensuring that this point is clear for all third parties.

**Article 7 Congress participation**

Financial support is available for the participation of a PH in a congress in which he/she presents or presides (with a mention of his/her link to EPFL). Funding is ensured by the Faculty upon the decision of the Dean.

**Article 8 Obligations**

A PH remunerated for a mandate or for a lectureship and/or with a workspace at EPFL commits to citing EPFL as the institution to which he/she belongs in all of his/her research and teaching publications. As is the case for professors and staff of EPFL, PHs are invited to sign a declaration in which they confirm that they transfer to EPFL all intellectual property that they create within the context of their activities at EPFL (teaching, research or service). In the case that EPFL should receive any return through the valorisation of this intellectual property, EPFL will allocate an indemnity to the PH in accordance with the regulations applicable to EPFL staff members. The PH also confirms that he/she will respect the confidentiality of affairs and information to which he/she will have access on the EPFL premises or in the context of his/her activities for EPFL.

**Section 2 Final Provisions**

**Article 9 Entry into force**

<sup>1</sup> The present policy entered into force on 9<sup>th</sup> February 2009 and was revised on 15<sup>th</sup> March 2021 (version 2.1).

<sup>2</sup> Version 2.0 (13<sup>th</sup> April 2018) nullifies and replaces all previous versions.

On behalf of the EPFL Direction:

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