

**1st October 2023**

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*The Direction of the Ecole polytechnique fédérale de Lausanne,*

on the basis of Art. 10a of the *Ordonnance du Conseil des EPF sur les écoles polytechniques fédérales de Zurich et de Lausanne* du 13 novembre 2003 (RS 414.110.37),

*hereby issues the following:*

## **Preamble**

The title *Professor of Practice* may be awarded to individuals from outside the EPFL who hold leading positions in the public or private sector, who have an interest in student training and academic initiatives and who, by virtue of their proven expertise and extensive experience, are in a position to contribute to expanding the range of practice-oriented studies and to furthering the transfer of knowledge between science and practice.

## **Article 1 Subject**

This Directive deals with the process for awarding the title of *Professor of Practice* and the general terms and conditions of appointment.

## **Article 2 Principles**

<sup>1</sup> The award of the title of *Professor of Practice* is based on an assessment of the candidate's professional experience and teaching skills in accordance with the criteria and processes set out in Articles 3 and 5 of this Directive. These criteria and processes are based on EPFL's usual teacher assessment principles.

<sup>2</sup> A candidature may only be resubmitted after a period of two years from the date of the last decision.

## **Article 3 Evaluation criteria**

<sup>1</sup> The following evaluation criteria are considered for the purpose of awarding the title:

- a. The expected quality and importance of teaching.
- b. Creativity in terms of education and methods for the proposed teaching;
- c. Recognised professional experience.
- d. Training and qualifications.
- e. Potential to participate in research activities and/or activities of general interest for EPFL.

<sup>2</sup> The bodies involved in the evaluation of future *Professors of Practice* have the right to weight the evaluation criteria and to introduce additional criteria based on the characteristics of the respective field of activity.

## **Article 4 Competence to award the title**

At the proposal of the Academic Vice-President, on the basis of the evaluation of the Section Director, as well as the prior opinion of the Academic Evaluation Committee of the Faculty (hereinafter CEA) and the recommendations of the Dean of the School<sup>1</sup>, the President of EPFL may propose to the Council of the EPF that the title of *Professor of Practice* be awarded.

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<sup>1</sup> The term Dean refers to both School Deans and Directors of Colleges.

## Article 5 Procedure

<sup>1</sup> The application documentation, including a cover letter, a CV, a letter of support from the principal employer if the candidate is not self-employed, as well as a teaching and activity plan, is prepared by the candidate and forwarded to the Dean of the School concerned. The Dean may refuse to consider the matter or request additional information.

<sup>2</sup> The Director of the section concerned shall be requested by the Dean to provide a written report assessing the relevance of the candidate's proposed curriculum.

<sup>3</sup> The application documentation, together with the report of the Section Director, is forwarded to the CEA, which interviews the candidate and then sends to the Dean a written and reasoned opinion as to the relevance of the application.

In special cases, the Dean is entitled to submit to the Academic Vice-President an application resulting from a competition with a recruitment committee. In such cases, the CEA is not solicited.

<sup>5</sup> The Dean submits to the Vice-President or Academic Vice-President the application documentation, together with his or her recommendations, the report of the Section Director and the opinion of the CEA or the recruitment committee in the case of a competition. The Dean confirms that all costs related to the appointment of the *Professor of Practice* will be covered by the financial resources of the School in question.

<sup>6</sup> The Academic Vice-President, accompanied by the Deputy Vice-Presidents for Education and Research, interview the candidate and make recommendations to the President of EPFL.

<sup>7</sup> In exceptional cases, the President is entitled to interview the candidate.

<sup>8</sup> The President of EPFL, at the proposal of the Academic Vice-President and after consultation with the Direction, decides whether or not he or she intends to propose to the CEPF the award of the title of Professor of Practice.

<sup>9</sup> If the EPFL President's decision is positive, the School makes the candidate an offer confirming the future terms of employment. Once the offer has been accepted, a proposal for the award of the title of *Professor of Practice* is submitted to the CEPF.

<sup>10</sup> If the President of EPFL does not intend to propose to the candidate the title of *Professor of Practice*, he or she shall communicate his or her position to the candidate and to the Dean.

## Article 6 Validity of title

The validity of the title is limited to the period in which the beneficiary is employed by EPFL.

## Article 7 General terms and conditions of employment

<sup>1</sup> EPFL issues a teaching mandate to *Professors of Practice* in accordance with Art. 17a of the Federal Act on the Federal Institutes of Technology [ETH Act].

<sup>2</sup> This part-time mandate (normally between 20% and 30%, up to a maximum of 50%) may not exceed a maximum term of five years. An initial contract is concluded for a period of two years. It is renewable for a further three years in the event of successful cooperation.

<sup>3</sup> The affiliation of professors of practice is proposed by the Dean of the School in question.

<sup>4</sup> Professors of Practice are assigned a faculty mentor by the Dean of their School to support them in key administrative matters and in matters relating to the implementation, organization and administration of courses.

## Article 8 Rights and duties

<sup>1</sup> The rights and duties of *Professors of Practice* are defined in the teaching mandate issued to them by EPFL in accordance with Art. 17a of the *loi sur les EPF*.

<sup>2</sup> *Professors of Practice* are members of the teaching staff according to the *Directive concernant les Conseils de faculté* and enjoy the rights and duties pertaining thereto.

<sup>3</sup> *Professors of Practice* do not conduct research independently as part of their EPFL appointment, but may participate in research projects conducted at EPFL, as well as in the transfer of knowledge and technology, subject to the explicit consent of any other project partners.

<sup>4</sup> *Professors of Practice* may supervise master's projects and internships for students in companies, provided the company in question is not the primary employer of the *Professor of Practice*.

## **Article 9 Conflicts of interest; intellectual property**

<sup>1</sup> In the course of their part-time employment at EPFL, *Professors of Practice* act as employees of EPFL and not as representatives of their primary employers. For the purpose of excluding or at least significantly minimising any conflict of interest, they shall clearly separate the activities they perform for EPFL from those they perform for their other employers. The information they receive in the course of their activities at EPFL must be treated in the strictest confidence.

<sup>2</sup> In the event that a research project is conducted between EPFL and the primary employer of a *Professor of Practice*, with the participation of the latter in accordance with Article 8, paragraph 3 above, the *Professor of Practice* shall first contact the relevant service of the EPFL to draw up the relevant research contract.

## **Article 10 Entry into force**

This Directive shall enter into force on 1<sup>st</sup> October 2023.

On behalf of the EPFL Direction:

President:  
Martin Vetterli

Director of Legal Affairs:  
Françoise Chardonnens