

GRADUATE FACULTY STATUS

Policy No. B010

Supersedes Policy No. B010, Dated 7/25/91, 6/3/92, 9/8/92, 8/16/93, 4/25/96, and 6/1/05

Recommended for Approval: Philip Ginnetti, Provost and Vice President for Academic Affairs

Approved by: James Moran, Interim President on September 6, 2011

Review Date: As Required

INTENT

The purpose of this policy is to outline the requirements for faculty members to serve as associate or full members of the graduate faculty at Edinboro University of Pennsylvania. Designation as an associate member of the graduate faculty permits a faculty member to teach graduate level courses. Full members of the graduate faculty may serve as head of a graduate program, chair Master's thesis and doctoral dissertation committees, and serve on graduate student thesis/dissertation committees. Full members of the graduate faculty should model appropriate scholarly activity for graduate students in their field.

POLICY

Faculty members who have a terminal degree from an accredited institution, or have taught at the graduate level in the past five years, or have approved exceptional expertise in a discipline appropriate to the course of instruction will be designated by the Dean of the School of Graduate Studies and Research as associate members of the graduate faculty and approved to teach graduate level courses or courses that are dual-numbered with at least one of the course numbers at the graduate level. Appointment as an associate member of the graduate faculty will normally be for the period of employment as a faculty member at Edinboro University.

In order to be designated as a full member of the Graduate Faculty, a faculty member must meet the following conditions, as more fully defined below:

- a. terminal degree from an accredited institution or approved exceptional expertise in a discipline appropriate to the course of instruction;
- b. evidence of successful teaching at the graduate level; and
- c. evidence of current scholarly productivity.

Appointment as a Full member of the Graduate Faculty is for a period of five years, and full members of the Graduate Faculty must apply for reappointment at the end of each appointment period.

PROCEDURE

Individuals who wish to apply for appointment or reappointment as a full member of the Graduate Faculty must submit a curriculum vita listing their scholarly activities along with evidence of effective graduate teaching, as enumerated below, to the head of the graduate program in which they wish to teach.

The graduate program head forwards his/her recommendation and the application materials for appointment or reappointment to the department chair and then to the dean of the school in which the program is housed.

The Dean of Graduate Studies and Research will seek a recommendation from a meeting of the Graduate Program Heads, based on a majority vote of Program Heads present and voting.

The aggregate recommendations and credentials will be reviewed by the Dean of Graduate Studies and Research for approval and formal appointment. Appeals of the appointment or reappointment process may be heard by the President or his/her designee.

CRITERIA FOR APPOINTMENT TO FULL GRADUATE FACULTY STATUS

A. Terminal Degree

Applicants must have an earned terminal degree from an institution accredited at the time the degree was awarded*. Individuals who do not possess the terminal degree but believe that they have special teaching or research expertise may apply for an exception.

*The terminal degree must be in a field appropriate to the applicant's area of graduate teaching/supervision.

B. Graduate Teaching Effectiveness

Applicants must submit evidence of effective graduate teaching from graduate courses taught in the previous five-year period. Evidence may include student evaluations, peer evaluations, classroom visitations, course syllabi, research projects where applicable, theses, and dissertations supervised

C. Scholarly Productivity

An applicant is expected to show evidence of high-quality activity in the previous five-year period in the following areas:

1. Scholarly Activities

- a. Articles published in refereed journals or professional books, and/or chapters in edited textbooks published by a national publisher and reviewed by peers.
- b. Monographs of regional or national organizations or a series edited and reviewed by a national publisher.
- c. Technical research reports for externally-funded research and demonstration grants wherein the applicant conducted (solely or in cooperation with others) the research and prepared the report.
- d. Refereed/juried artistic activities, non-print productions or other scholarly activities appropriate to the discipline.

2. Presentations and Grants

- a. Research presentations at state, regional, international or national conferences sponsored by organizations such as professional associations, governmental agencies, foundations, or universities.
- b. Submitted external grants
- c. Technical reports from grants

CONTACT INFORMATION

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