

Motion to Revise University Graduate Faculty Policy

Approved by CAP 1/17/17

Approved by University Senate 2/16/17

Motion:

Revise graduate faculty policy to clarify:

1. Graduate Research Faculty and Graduate Professional Faculty status are held at the university (rather than college) level
2. Graduate Research Faculty status is granted to faculty hired with tenure on appointment
3. Provisional status as Graduate Research Faculty may be granted for up to seven years
4. Colleges may determine whether provisional members of the Graduate Research Faculty are permitted to chair PhD dissertations

Rationale:

1. Review for Graduate Research and Graduate Professional faculty membership begins at the college level, but final approval is made by the Provost, and status as a member of either graduate faculty is held at the university level. Students working on interdisciplinary thesis and dissertation projects may benefit from having faculty outside their college serve on their committees. This revision clarifies faculty eligibility to perform graduate faculty duties across the university and therefore in colleges other than their own.

2. Since the criteria for tenure equal or exceed the criteria for Graduate Research Faculty status, the current policy renews Graduate Research Faculty status automatically upon conferral of tenure. Faculty hired with tenure on appointment have also met criteria that equal or exceed the criteria for Graduate Research Faculty status. The revised policy clarifies that this aspect of the policy should also apply to those faculty.

3. Review of Graduate Research Faculty status is timed to coincide with review for tenure, promotion, and post-tenure. Changing the maximum period for provisional status from five to seven years aligns it with the timetable for P&T.

4. In the current policy, TT faculty are granted provisional Graduate Research Faculty status making them eligible to perform all duties except for chairing doctoral dissertation committees. In applying our current policy, we have at times made exceptions to this policy when there was a clear benefit to the student or a clear justification from the unit. This is consistent with the norm in many academic disciplines, but not in all. The revised policy simplifies the current process for making exceptions by permitting faculty and colleges to make the determination according to norms in their discipline.

Additions

~~Deletions~~

GRADUATE FACULTIES

PURPOSE

As a research university of the University System of Georgia and in accordance with the requirements of The Southern Association of Colleges and Schools, Georgia State University recognizes and provides the following guidelines for members of its two Graduate Faculties. Members of the Graduate Research Faculty are actively engaged in scholarly research and creative work in their disciplines through which they are expected to generate and disseminate knowledge. Part of this responsibility is to teach research-oriented graduate courses and direct the research of graduate students. The mission of Georgia State University also includes development of individuals to take leadership roles in the various professions. Members of the Graduate Professional Faculty are actively contributing to the profession and part of their responsibilities may include teaching courses in the professional doctorate programs and/or directing the research of students in the professional doctorate programs or theses in applied master's programs. Graduate Professional Faculty members are expected to demonstrate current knowledge of and involvement with their disciplines. These guidelines describe the general criteria and procedures for the appointment of members of the Graduate Research Faculty and the Graduate Professional Faculty. **Graduate Faculty status is held at the university-level. Thus, Graduate Faculty status applies across colleges within the university.**

GRADUATE RESEARCH FACULTY

DUTIES

A faculty member must hold Graduate Research Faculty membership in order to fulfill the following duties:

- teach doctoral research-oriented courses and research-oriented masters courses (as identified by the academic unit),
- serve as chair/director, member, or reader of Ph.D. dissertation committees and chair/direct research-oriented masters theses.
- Graduate Research Faculty also may have the duties and responsibilities of members of the Graduate Professional Faculty as listed in this document.

CRITERIA

University standards, clarified by unit guidelines, will be used in evaluating candidates for the Graduate Research Faculty. The SACS reaccreditation handbook specifies that "Eligibility requirements for faculty members teaching graduate courses must be clearly defined and publicized." (Section 4.8.2.3).

Eligibility criteria for Graduate Research Faculty Status are as follow:

- Requires the faculty member hold the appropriate terminal degree.
- Requires the faculty member be actively engaged in scholarly or creative activities.

- Except in exceptional cases as noted later in this document, requires the faculty member to be tenured, hold a tenure-track appointment, or hold Emeritus status.

The primary qualitative guideline is current scholarly accomplishment. The Graduate Research Faculty member is currently an active and productive scholar and, recognizing the complementarity of research and teaching, is an effective teacher at the graduate level. Evidence of recent active and productive scholarship includes scholarly books, refereed articles in scholarly journals, chapters in scholarly books, abstracts in scholarly conference proceedings, successful external research grant applications, significant exhibitions, performances or publication of creative work and other achievements in the visual, literary, or performing arts, editorships, or the equivalent as determined by the department or individual academic unit. Evidence of graduate teaching effectiveness includes teaching awards, successful instructional innovation grants, student evaluations, student accomplishments, peer reviews, innovations in course design or delivery, or other quantitative and qualitative evidence as determined by the individual academic unit. Evidence of graduate teaching effectiveness also includes involvement in the guidance of graduate students' research projects.

Exceptional Cases. Departments or academic units may nominate other faculty members, such as NTT research faculty or lecturers, who hold an academic appointment contract that is in compliance with requirements established by the appropriate accrediting bodies, and whose position and assigned workload allows for involvement in graduate education programs to be considered for Graduate Research Faculty status by the departmental Graduate Committee (1) if they hold the appropriate terminal degree or credentials in their field and (2) meet the University, College and department P&T manual evidence for "current scholarly competence" and the department guidelines for Graduate Research Faculty. They must be nominated by a member of the department's Graduate Research Faculty and then follow the Review Process as described subsequently in this document. These exceptions are individually reviewed by the Provost. As each recommendation is forwarded it will be accompanied by (a) information on how many full time faculty, distributed by rank, are in the department, (b) how many faculty in the department have Graduate Research Faculty status, and (c) how many current members of the department's Graduate Research Faculty attained that status as exceptions to the policy. They will have their status reviewed every five years.

Faculty who are not members of the Graduate Research Faculty:

- Colleges may designate faculty who are not Graduate Research Faculty to teach graduate courses, which are not research-oriented doctoral courses or research-oriented masters' courses. Such designation must be in compliance with guidelines published by The Southern Association of Colleges and Schools and other discipline-specific accrediting agencies.

- In exceptional cases Colleges may designate faculty who are not Graduate Research Faculty to teach research-oriented courses and chair/direct research-oriented masters' theses and projects if appropriate for the discipline and the particular student.
- A dissertation committee may include an individual who is not a member of the Graduate Research Faculty in order to include researchers and other professionals who may bring special expertise to the committee.

Development of Specific Guidelines for Graduate Research Faculty

In accordance with the general criterion of current scholarly competence, each College/School on campus will develop additional qualitative guidelines and quantitative expectations appropriate to its discipline(s) for the College/School as a whole and/or for its constituent units. Each College's /School's guidelines must be approved by the College's/School's faculty and Dean before submission to the Graduate Council (a subcommittee of the Committee on Academic Programs) for review. In reviewing those guidelines, the Graduate Council will ensure that department or unit guidelines are consistent with the University policy on graduate faculties. The Graduate Council will make recommendations to the Provost/Vice President for Academic Affairs for his/her approval of the guidelines. This process also will be followed for any subsequent substantive revisions of the approved guidelines.

REVIEW PROCESS

- Review for Graduate Research Faculty membership is initiated at the request of the faculty member. Appointments to the Graduate Research Faculty shall be for renewable terms of five years. Recommendations for appointment to the Graduate Research Faculty will be made by a designated committee from the appropriate unit, as designated by the college or school, in consultation with the Chair/Director of that unit. The unit's recommendation will be forwarded to a College/School-designated committee which will make a recommendation in consultation with the Dean of the College/School. The College/School will determine the composition of the committee responsible for making the recommendation on behalf of the College/School. College/School recommendations will be forwarded to the Provost/Vice President for Academic Affairs for final approval on appointments and reappointments to the Graduate Research Faculty. Because the criteria for tenure equal or exceed the criteria for Graduate Research Faculty status, upon conferral of tenure the review period for renewal of Graduate Research Faculty status will be reset so that subsequent reviews for renewal will coincide with post-tenure review and the collection of documents for that process. **Likewise, faculty hired with tenure on appointment will be conferred Graduate Research Faculty status.**
- Provisional Graduate Research Faculty Status. A faculty member who has completed his/her terminal degree within the last five years may request non-renewable provisional Graduate Research Faculty membership for a period not exceeding **five seven** years. Provisional members may perform all the duties of Graduate Research except chairing doctoral dissertation committees. **Faculty and colleges will determine**

whether provisional members can chair doctoral dissertation committees, based on disciplinary norms. At any point during the provisional period, the faculty member may request review for regular Graduate Research Faculty status, according to the process described above.

- All applications and nominations for Graduate Research Faculty membership must be accompanied by a current vita.

GRADUATE PROFESSIONAL FACULTY

DUTIES

A faculty member must hold Graduate Professional Faculty Status in order to fulfill the following duties:

- Teach doctoral courses in professional doctorate programs other than research-oriented courses as identified by the academic unit.
- Serve as chair/director, member, or reader of dissertations/capstone committees for professional doctorates and chair/direct applied master's theses.

CRITERIA

University standards, clarified by unit guidelines, will be used in evaluating candidates for the Graduate Professional Faculty.

Eligibility criteria for Graduate Professional Faculty Status are as follows:

- Requires the faculty member hold the appropriate terminal degree, or in the visual or performing arts, the equivalent in professional experience and credentials, as defined by the unit and in compliance with SACS Guidelines on Faculty Credentials (Comprehensive Standard 3.7.1)
- Requires the faculty member hold an academic appointment contract that is in compliance with requirements established by the appropriate accrediting body.
- Requires the faculty member be actively contributing to the profession.

The primary qualitative guideline is current contribution to the profession, as defined by guidelines developed by the appropriate academic unit. The Graduate Professional Faculty member is currently an active contributor to the profession and is an effective teacher at the graduate level. Evidence of recent active contributions to the profession as determined by the discipline and the academic unit (college/school/department) needs to be provided. Evidence

of graduate teaching effectiveness can include teaching awards, successful instructional innovation grants, student evaluations, student accomplishments, peer reviews, innovations in course design or delivery, or other quantitative and qualitative evidence as determined by the academic unit. Graduate teaching effectiveness also includes involvement in the guidance of graduate students' projects.

Faculty who are not members of the Graduate Professional Faculty

- Colleges may designate non-members of the Graduate Professional Faculty to teach non research-oriented graduate courses in professional doctorate programs. Such designation must be in compliance with guidelines published by The Southern Association of Colleges and Schools and other discipline specific accrediting agencies.
- Membership of the dissertation/capstone committee and master's thesis must include at least one member of the Graduate Research Faculty.

Development of Specific Guidelines for Graduate Professional Faculty

In accordance with the general criterion of professional activity, each College /School on campus will develop additional qualitative guidelines and quantitative expectations appropriate to its discipline(s) for the College/School as a whole and/or for its constituent units. Each College's/School's guidelines must be approved by the College's/School's faculty and Dean before submission to the Graduate Council (a subcommittee of the Committee on Academic Programs) for review. In reviewing those guidelines, the Graduate Council will ensure that unit guidelines are consistent with the University's Graduate Faculties Policy. The Graduate Council will make recommendations to the Provost/Vice President for Academic Affairs for his/her approval of the guidelines. This process also will be followed for any subsequent substantive revisions to the approved guidelines.

REVIEW PROCESS

Review for Graduate Professional Faculty membership is initiated at the request of the faculty member. Appointments to the Graduate Professional Faculty shall be for renewable terms of five years. Recommendations for appointment to the Graduate Professional Faculty will be made by a designated committee from the appropriate unit, as designated by the college or school, in consultation with the Chair/Director of that unit. The unit's recommendation will be forwarded to a College/School-designated committee, which will make a recommendation in consultation with the Dean of that College/School. College/School recommendations will be forwarded to the Provost/Vice President for Academic Affairs for final approval on appointments and reappointments to the Graduate Professional Faculty.

All applications and nominations for Graduate Professional Faculty membership must be accompanied by a current vita.

