

**Graduate Faculty  
Appointment and Reappointment  
Criteria and Standards**

**School of Accountancy**

**College of Business**

Date Approved by School: 1/24/03  
Director of School: Richard Tabo

Date Approved By Graduate Council: 2/19/03  
Dean of the Graduate School: Steve Marshall

**I. Levels of Membership**

The School of Accountancy will recognize two levels of membership on the Graduate Faculty.

Level 0: The faculty member may teach at the 600 level, may serve on masters but not doctoral committees, may not direct masters theses.

Level 1: The faculty member may teach at the 600 level, may serve on both masters and doctoral committees and may direct masters theses.

**II. Criteria and Standards for Initial Appointment and Reappointment**

Level 0:

Initial Appointment:

- A. Masters degree recognized by the School and Certified Public Accountant Designation or other relevant professional certification.
- B. Significant relevant experience in practice of accounting.

Level 1:

Initial Appointment:

- A. Terminal Degree Recognized by the School.
- B. Faculty Appointment at the rank of Assistant Professor or above.

Level 0:

Reappointment:

- A. Prior service at Level 0.
- B. Candidate has during the term of appointment contributed to the graduate program through maintaining a level of teaching quality commensurate with school peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations.
- C. The candidate should demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment may involve any one, or any combination, of such activities as (a) presenting papers before learned and professional organizations; (b) writing book reviews, scientific and industrial reports, short notes, popular articles, or similar materials; (c) rendering any type of consulting service which provides evidence of the scholar's professional standing and competence in the nominee's special field; (d) demonstrating Outreach activities through writing and or presenting continued professional education; (e) participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities; (f) performing significant administrative duties connected with the graduate program of a department or of the university; or (g) attainment of extramural support that is evidence of professional standing.

Level 1:

Reappointment:

- A. Prior Service at Level 1.
- B. The candidate shall have a record of scholarly publication. The publication requirement will be satisfied typically by publication of at least three (3) research articles in reputable refereed journals. "Reputable journals" are those identified as such by the faculty in the School of Accountancy. The research methodology in these articles should reflect methodology appropriate to the nominee's field. The publication of a book or research monograph can satisfy this requirement completely or in part if it makes a scholarly contribution to the author's field of specialization. Such publications must clearly demonstrate the author's research competence.
- C. The candidate should demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment may involve any one, or any combination, of such activities as (a) presenting papers before learned and professional organizations; (b) writing

book reviews, scientific and industrial reports, short notes, popular articles, or similar materials; (c) rendering any type of consulting service which provides evidence of the scholar's professional standing and competence in the nominee's special field; (d) demonstrating Outreach activities through writing and or presenting continued professional education; (e) participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities; (f) performing significant administrative duties connected with the graduate program of a department or of the university; or (g) attainment of extramural support that is evidence of professional standing.

### **III. Term of Appointment**

The term of appointment shall be seven (7) years for both Level 0 and Level 1. Faculty members can be nominated for reappointment during the last 6 months of their current term.

### **IV. Procedures for Nomination: Initial Appointment and Reappointment**

#### Initial:

The Director of the School shall nominate candidates for initial appointment or for reappointment. The nomination dossier should contain a copy of the nominee's updated tenure and promotion document (as outlined in the Faculty Handbook, pp 3:14 -3:17, Information to be supplied by candidate) or a current vita which contains equivalent material. The Director shall also complete a standard nomination form which outlines the school's criteria and standards and how the nominee has specifically met those criteria and standards. The Director in signing the nomination form certifies the accuracy of information contained in the nomination package and that the procedures, criteria and standards contained within the approved school plan have been followed and met. The Director will forward the nomination to the Graduate School for review and action by the Graduate Dean.

#### Reappointment:

Procedures shall be the same as for initial appointment with one additional step. Prior to forwarding the nomination to the Graduate School, nomination materials shall be reviewed by all graduate faculty members within the school. Following that review, the Director shall call for a vote by all graduate faculty by secret ballot relative to support or non-support of the nomination. The results of the vote as well as the number of graduate faculty within the unit shall be transmitted with the nomination materials to the Graduate School for review and action by the Graduate Dean. Nominees shall have the support of a majority of the current graduate faculty within the School of Accountancy.