

**Graduate Faculty
Appointment and Reappointment
Criteria and Standards
(Revised August 2016)**

The criteria and standards presented below are applicable to all departments within the Samuel Ginn College of Engineering. However, nominations for appointment and reappointment to the graduate faculty shall originate at the department level. Each department within the Samuel Ginn College of Engineering shall interpret and apply the criteria and standards as its graduate faculty deems appropriate.

College/School: Samuel Ginn College of Engineering

Data Approved by College: 30 August 2016

Dean, the Samuel Ginn College of Engineering: _____



Date Approved by Graduate Council: _____

Dean, the Graduate School: _____

I. Levels of Membership

The college will recognize one level of membership on the Graduate Faculty that allows the faculty member to teach graduate-level courses, serve on Master's and Doctoral advisory committees, direct Master's theses and Doctoral dissertations.

II. Criteria and Standards for Initial Appointment and Reappointment

The candidate must meet the criteria listed below for appointment.

Initial Appointment Criteria

- a) The candidate must have a Ph.D. degree.
- b) The candidate must be appointed to the rank of Assistant Professor (or equivalent) or higher.
- c) The candidate must have demonstrated a level of scholarly productivity commensurate with appointment to the rank of Assistant Professor or higher. This will typically be demonstrated by publication of at least three (3) articles in refereed scientific publications.

Reappointment Criteria

- a) Prior service on the Graduate Faculty
- b) The candidate has during the term of appointment contributed to the graduate program through teaching and/or service on advisory committees and has maintained a level of scholarly productivity commensurate with Level 2 status. At a minimum, this will require publication of at least five (5) articles in refereed scientific publications within the past seven (7) years.

III. Term of Appointment

The term of appointment shall be seven (7) years.

IV. Temporary Approval for Specific Assignments

Faculty members who are not members of the Graduate Faculty may teach graduate-level courses or serve on Master's and Doctoral advisory committees as appropriate to their qualifications with approval for specific assignments.

Approval Process

- a) The faculty member submits a written request to teach a graduate course or serve on graduate advisory committee.
- b) The department chair or head reviews the request to determine that the faculty member has the expertise appropriate for the relevant course content or research project.
- c) The approved request is submitted to the Associate Dean for Graduate Studies in the Samuel Ginn College of Engineering for approval.
- d) The approved request is submitted to the Dean of the Graduate School for approval.