

GRADUATE FACULTY APPOINTMENT AND REAPPOINTMENT

CRITERIA AND STANDARDS

DEPARTMENT OF HORTICULTURE

COLLEGE OF AGRICULTURE

Department Approval

Date approved by the Department: 1/5/2011

College Approval (if applicable)

Date approved by the College: 1/5/2011

Graduate School Approval

Date approved by the Graduate Council: _____

I. LEVELS OF MEMBERSHIP

The Department of Horticulture recognizes two levels of membership on the Graduate Faculty:

- Level 1:** The faculty member may teach at the 6000 & 7000 levels, may serve on both master's and doctoral committees and may direct masters theses.
- Level 2:** The faculty member may participate in the activities delineated for Level 1 and may also teach at the 8000 level and direct doctoral dissertations.
- Level 2A:** This level is designed for faculty members who are full-time administrators who originally held Level 2 membership upon accepting an administrative appointment. The faculty member may participate in all the activities delineated for Level 2, except for the direction of doctoral dissertations. Exceptions are permitted upon approval by the dean of the Graduate School.

II. CRITERIA AND STANDARDS

Level 1.

A. Initial Appointment

1. Terminal degree recognized by the Department
2. Faculty appointment at the rank of assistant professor or higher

B. Reappointment

1. Prior service at either Level 1 or Level 2
2. Candidate has during the term of appointment contributed to the graduate program through:
 - a. Maintaining a level of teaching quality commensurate with departmental peers in graduate courses as evidenced by relevant student and peer teaching evaluations.
 - Or
 - b. Contributing in an active and positive fashion to graduate advisory committees served upon.
 - And
 - c. Providing sound and competent direction to students directed at the master's level.

Level 2:

A. Initial Appointment

1. The candidate must hold the highest degree commonly awarded in the field (normally the doctorate). If the candidate does not have this degree, exceptional achievement is expected.
2. The candidate must hold faculty rank of assistant professor or higher.
3. The candidate must have three (3) years of experience participating regularly in the graduate program of the candidate's department at Auburn or at another institution of higher education, or demonstrated in some other outstanding way her/his ability to direct graduate level research.
4. The candidate must have served on at least three (3) examining committees. These may be three (3) doctoral examinations (general or final) or combinations of these.

Note: In rare cases, where the candidate has established a significant scholarly record and demonstrated in some other outstanding way her/his ability to direct doctoral students, the Graduate Dean may approve a reduction in the requirements for 3 and 4 above. Such strongly justified, written requests must be supported by a majority vote of the department's Level 2 faculty and the department head.

5. The candidate shall have a record of scholarly publication. The publication requirement will be satisfied typically by publication of at least three (3) full-length research articles in reputable refereed journals. ("Reputable journals" are those identified as such by faculty in the nominee's department or academic area.) The research methodology in these articles should reflect methodology appropriate to the nominee's field. The nominee must be the senior author on at least one of these publications. 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 field of specialization and research competence. In those areas where publication is not customarily the end result of scholarly and creative activity, evidence of comparable achievement suitable for establishing professional standing must be presented.

6. The candidate must demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment involving any one, or any combination of such activities as (a) reading 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 his special field; (d) participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities; (e) performing significant administrative duties connected with the graduate program of a department or of the university; or (f) attainment of extramural support that is evidence of professional standing.

B. Reappointment

During the present term of appointment, the candidate shall have met the criteria and minimal standards outlined under sections 5 and 6, Criteria and Standards for initial appointment.

Level 2A:

A. Initial Appointment

The candidate desires this administrative level and occupies a full-time administrative position at the university.

B. Reappointment

The criteria shall be the same as for initial appointment

III. TERMS OF APPOINTMENT

Level 1: The term of appointment is seven (7) years.

Level 2: The term of appointment is seven (7) years.

Level 2A: The term of appointment shall be from the initial appointment until up to four years after the candidate has stepped down from a full-time administrative

position and has returned to the departmental faculty. Application should be made at the time of initial appointment to the administrative position.

Note: A faculty member appointed to Level 1 may be nominated for Level 2 status at anytime. Faculty members serving at Level 2 can be nominated for reappointment at Level 1 or Level 2 during the last 6 months of their current term.

IV. PROCEDURES FOR NOMINATION: INITIAL APPOINTMENT AND REAPPOINTMENT

Level 1:

A. Initial Appointment

The Department Head shall notify candidates to apply for initial appointment. Application should be made by the candidate via the Graduate Faculty Approval System (GFAST) on the Graduate School website. Information to be supplied by the candidate will consist of their current curriculum vitae. The Department Head will be notified of the application. Application material will be made available to all Level 2 faculty. Input will be solicited from Level 2 faculty and a vote taken. The nominee shall have the support of majority of the current Level 2 faculty in the department. Approval or rejection will be submitted by the Department Head to the Graduate School for action by the Dean of the Graduate School.

B. Reappointment

The Department Head shall notify candidates to apply for reappointment. Application should be made by the candidate via the Graduate Faculty Approval System (GFAST) on the Graduate School website. Information to be supplied by the candidate will consist of their current curriculum vitae. The Department Head will be notified of the application. Application material will be made available to all Level 2 faculty. Input will be solicited from Level 2 faculty and a vote taken. The nominee shall have the support of majority of the current Level 2 faculty in the department. Approval or rejection will be submitted by the Department Head to the Graduate School for action by the Dean of the Graduate School.

Level 2:

Procedures for initial appointment and reappointment to Level 2 status will be the same as the procedures for appointment and reappointment to Level 1 faculty

Level 2A:

A. Initial Appointment

Appointment is automatic at the discretion of the candidate. The candidate notifies the Dean of the Graduate School.

B. Reappointment

Reappointment is automatic at the discretion of the candidate. The candidate notifies the Dean of the Graduate School.

V. APPEALS PROCESS

Candidates who believe that they have been denied appointment or reappointment to the Graduate Faculty due to procedural irregularity may appeal in writing to the Dean of the Graduate School. The letter shall detail reasons for the appeal and should be sent through the department chair and academic dean. It will be reviewed by the Credentials Committee, which will make a recommendation to the Graduate Council.