

**GRADUATE FACULTY APPOINTMENT AND
REAPPOINTMENT CRITERIA AND STANDARDS
DEPARTMENT OF COMMUNICATION DISORDERS**

Department Approval

Date approved by the Department: 12/9/2019

College Approval

Date approved by the College:

Graduate School Approval

Date approved by the Graduate Council: 10/06/2020

I. LEVELS OF MEMBERSHIP

Identify and define each level of graduate faculty membership.

The Department of Communication Disorders recognizes three levels of membership on the Graduate Faculty:

Level 0: This level is for clinical faculty, instructors, clinical lecturers, and academic faculty not qualifying for higher levels. The faculty member, whether clinical or academic, may teach courses at the 7000 or 8000 level. Additionally, they may supervise graduate students in clinical practicum. Faculty may not direct master's theses, capstones, or doctoral dissertations. Faculty at this level may not serve on master's thesis committees; however, audiology clinical faculty may assist with capstones.

Example: The graduate faculty member may teach at the graduate level (e.g., 7000- and 8000-level courses) but may not serve on master's or doctoral committees or direct theses and dissertations.

Level 1: This level is for academic tenure track faculty. Faculty member may teach at the graduate level (e.g., 7000- and 8000-level courses) and may serve on masters, capstone and doctoral committees. Level 1 faculty may direct master's theses and capstones.

Example: The graduate faculty member may teach at the 7000-level, may serve on masters and doctoral committees and may direct master's theses or capstones.

Level 2: This level is for academic, tenure track faculty. Faculty may

participate in the activities delineated for Level 1 and may also teach 8000-level courses and direct doctoral dissertations.

Example: The graduate faculty member may participate in the activities delineated for Level 1, teach at the 8000-level, and direct doctoral dissertations.

II. CRITERIA AND STANDARDS

For each level of membership, include the criteria and standards for initial appointment and reappointment. The criteria and standards must meet the minimum standards established by the Graduate School and described in "Graduate Faculty Appointment and Reappointment Policy."

LEVEL 0

Initial Appointment

- A. A master's or doctoral degree in Speech-Language Pathology, Audiology, Speech and Hearing Science, or a related field, certification by the American Speech-Language-Hearing Association, and State Licensure in the area of expertise (Speech Language Pathology or Audiology).
- B. Faculty appointment at the rank of instructor, clinical lecturer, clinical assistant professor, or higher.

Reappointment

- A. Clinical faculty - Candidate has prior service at Level 0. During the term of appointment the candidate has contributed to the graduate program by maintaining a level of teaching quality commensurate with school peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations.
- B. Academic faculty – Prior level of service at Level 0 or higher. Candidate has contributed to the graduate program by maintaining a level of teaching quality commensurate with school peer in graduate courses as evidenced by relevant student and/or peer teaching evaluations.

LEVEL 1

Initial Appointment

The candidate must have a research-based doctorate in Speech Language Pathology, Audiology, Speech and Hearing Science, or a related field. The candidate must have a full-time, tenure track appointment and hold the rank of Assistant Professor or above.

Reappointment

The candidate must have a record of prior service at either Level 1 or Level 2. The candidate has, during the term of appointment, contributed to the graduate program by:

1. Maintaining a level of teaching quality commensurate with the departmental peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations.
2. Contributing in an active and positive fashion to a graduate advisory committee(s) as chair or member.
3. Demonstrating other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment may involve any one, or any combinations 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 the 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 2

Initial Appointment

1. The candidate must have a tenure or tenure-track appointment at the rank of assistant professor or higher.
2. The candidate must have a research-based doctorate, two or more years of postdoctoral or faculty experience and demonstrated independent scholarly productivity. This will be evaluated based on the following criteria: the candidate has pursued his/her own research project(s); showed scholarly achievement through publication of research articles in peer-reviewed journals; submitted or received peer-reviewed grants; demonstrated supervisory or advisory experience in guiding graduate student research; and teaching in graduate level courses.

Reappointment

1. The candidate must currently hold Level 2 graduate faculty status

2. Contributed to the graduate program of the department by:
 - a. Maintaining a level of teaching quality commensurate with the departmental peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations;
 - b. Contributing in an active and positive fashion to a graduate advisory committee(s) as chair or member.
 - c. Providing evidence of research activity. The candidate may provide this evidence through a) record of scholarly publication in reputable referred journals that are identified by the faculty in the candidate's department; b) the publication of a book, book chapters or research monographs can be used to satisfy this requirement in part if such publications make a scholarly contribution to the author's field of specialization and clearly demonstrate the candidate's research competence or c) the acquisition of external research grants or contracts. The candidate should provide evidence of at least (4) such activities per appointment period (7 years).

III. TERMS OF APPOINTMENT

For each level of membership, describe the terms of appointment, indication when faculty may apply for appointment.

LEVEL 0: The term of appointment is seven years. Application should be made prior to assuming teaching responsibilities.

LEVEL 1: The term of appointment is seven years. Those appointed to Level 1 may be nominated for Level 2 status at any time, once criteria for initial appointment at Level 2 have been met.

LEVEL 2: The term appointment is seven years. Those serving at Level 2 can be nominated for reappointment at Level 1 or Level 2 during the last 6 months of the current term.

IV. PROCEDURES FOR NOMINATION: INITIAL APPOINTMENT AND REAPPOINTMENT

For each level of membership, describe the nomination process for both initial appointment and reappointment.

LEVEL 0

A. Initial Appointment

The Department Head shall notify candidates to apply for initial appointment.

Information to be supplied by the candidates includes the current curriculum vitae.

The Department Head will submit application materials 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. Information to be supplied by the candidate includes the current curriculum vitae. The Department head will submit application materials to the Graduate School for action by the Dean of the Graduate School.

LEVEL 1

A. Initial Appointment

The Department Head shall notify candidates to apply for initial appointment. Application should be made via the Graduate Faculty Approval System (GFAST) on the Graduate School website. Information to be supplied by the candidate includes the current curriculum vitae. The Department Head will be notified of the application. No vote of the faculty is required for the initial appointment of tenured/tenure track faculty but a majority of voting graduate faculty at Level 1 and higher is required for non-tenure track faculty.

B. Reappointment

The Department Head shall notify candidates to apply for reappointment. Application should be made via the Graduate Faculty Approval System (GFAST) on the Graduate School website. Information to be supplied by the candidate includes the current curriculum vitae. The Department Head will be notified of the application. For reappointment, application material will be made available to all Level 1 and Level 2 faculty. Input will be solicited from Level 1 and Level 2 faculty and a vote taken. The nominee shall have the support of the majority of the voting faculty in the department. Approval or rejection will be submitted to the Graduate School for action by the Dean of the Graduate School.

LEVEL 2

A. Initial Appointment

The Department Head shall notify candidates to apply for appointment. Application should be made via the Graduate Faculty Approval System (GFAST) on the Graduate School website.

Information to be supplied by the candidate includes the current curriculum vitae. The Department Head will be notified of the application.

B. Reappointment

The Department Head shall notify candidates to apply for reappointment. Application should be made via the Graduate Faculty Approval System (GFAST) on the Graduate School website. Information to be supplied by the candidate includes the current curriculum vitae. The Department Head will be notified of the 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 the majority of the current Level 2 faculty in the department. Approval or rejection will be submitted to the Graduate School for action by the Dean of the Graduate School.

V. APPEALS PROCESS

Those denied appointment or reappointment to the Graduate Faculty at Level 1 or Level 2 may appeal by letter to the Dean of the Graduate School. The letter shall have the approval of the department head/chair and the academic dean and shall detail reasons for the appeal. Appeals, based on procedural irregularity, will be reviewed by the Credentials Committee.