

GRADUATE FACULTY APPOINTMENT AND REAPPOINTMENT

CRITERIA AND STANDARDS

DEPARTMENT OF FOREIGN LANGUAES & LITERATURES

College of Liberal Arts

Department Approval

Date approved by the Department: First draft on April 21, 2010, Revisions following August 26th discussion submitted on September 29, 2010.

Robert Weigel, Department Chair: _____



College Approval

Date approved by the College: _____

Anne Gramberg, Dean: _____



Graduate School Approval

Date approved by the Graduate Council: _____

George T. Flowers, Dean, Graduate School: _____

I. LEVELS OF MEMBERSHIP

The Department of Foreign Languages & Literatures recognizes 2 levels of membership on the Graduate Faculty:

Level 0: Faculty who may teach at the graduate level (6000-7000 level courses), participate in master's examinations, and serve on a master's thesis committee but who may not direct a master's thesis.

Level 1: Faculty who may teach at the graduate level (6000-7000 level courses), participate in master's examinations, serve on a master's thesis committee and also direct a master's thesis.

II. CRITERIA AND STANDARDS

LEVEL 0

A. Initial Appointment

1. Foreign Language Ph.D. and expertise in specialized language area (e.g., Spanish American Literature, Second Language Acquisition)

2. Either full-time tenure-track appointment at rank of Assistant Professor or higher, or a future Senior Lecturer, or current full-time Instructor.

B. Reappointment

Candidate has prior service at Level 0 and has contributed positively and significantly to the graduate program as demonstrated by at least two out of five consecutively favorable annual reviews (if applicable) in area of research. Documentation to be provided by Chair.

LEVEL 1

A. Initial Appointment

1. Foreign Language Ph.D. and expertise in specialized language area (e.g., Applied Linguistics, Hispanic Cinema)
2. Full-time tenure-track appointment at rank of Assistant Professor or higher
3. Current record both of scholarly activity in the field as evidenced by ongoing academic publications and conference presentations and favorable student and or peer teaching evaluations

B. Reappointment

Candidate has established a record of prior service at either Level 0 or Level 1 and can demonstrate a current record of substantial and significant scholarly contributions (e.g., book reviews, presentations at professional field organizations, articles in scholarly journals, academic books), as evidenced by four out of seven favorable annual reviews (in a consecutive and current sequence) to be provided by Chair.

III. TERMS OF APPOINTMENT

LEVEL 0: A seven year appointment renewable upon nomination and with the application made prior to assuming duties related to the graduate program

LEVEL 1: A seven year appointment renewable upon nomination and with the application made prior to assuming duties related to the graduate program. Level 0 may be nominated for Level 1 appointment at any time

IV. PROCEDURES FOR NOMINATION: INITIAL APPOINTMENT AND REAPPOINTMENT

LEVEL 0

A. Initial Appointment

The Department Head will notify qualified candidates to apply for initial appointment. Candidate will provide current curriculum vitae. Applications will be submitted electronically through the GFAST system in accordance with Graduate School requirements explained on the Graduate School website.

B. Reappointment

The Department Head will notify candidates for reappointment. Candidates will provide current curriculum vitae. Application will be submitted electronically through the GFAST system. Application materials will be made available to all Level 1 faculty for consideration, discussion, and voting. A majority vote is required for reappointment. The final vote will be reported to the Graduate School for action by the Dean of the Graduate School. Appropriate signatures, as necessary, to be obtained at the College level.

LEVEL 1

A. Initial Appointment

The Department Head will notify qualified candidates to apply for initial appointment. Candidate will provide current curriculum vitae. Applications will be submitted electronically through the GFAST system in accordance with Graduate School requirements explained on the Graduate School website.

B. Reappointment

The Department Head will notify candidates for reappointment. Candidates will provide current curriculum vitae. Application will be submitted electronically through the GFAST system. Application materials will be made available to all Level 1 faculty for consideration, discussion, and voting. A majority vote is required for reappointment. The final vote will be reported to the Graduate School for action by the Dean of the Graduate School. Appropriate signatures, as necessary, to be obtained at the College level.

V. APPEALS PROCESS

The graduate faculty can consider candidate applications of those persons with a specialization in the field but who do not hold a full-time tenure track appointment at the rank of Assistant Professor or higher or who are faculty in a related field (e.g. English, History, Psychology) but who must hold a full-time tenure track appointment at the rank of Assistant Professor or higher. Such applicants must receive a nomination from within the Department's existing graduate faculty. Candidates will submit a curriculum vitae to the Graduate Committee for review. These candidates are eligible to participate on a master's thesis committee only as readers, not as director, and they can teach a graduate course if their specialization field is not already represented amongst the existing graduate faculty. The nomination and application shall occur at least one semester prior to the appointment .