

GRADUATE FACULTY SELECTION AND EVALUATION CRITERIA

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Graduate Faculty Selection Criteria

Graduate Faculty Status

Graduate Faculty members advise graduate students, teach graduate courses, compose appropriate items for and evaluate Master's comprehensive examinations, direct research projects, and participate in graduate program development, revision, and accreditation processes. For appointment as a **Member of the USCS Graduate Faculty**, the candidate must meet the following criteria:

1. hold the terminal degree in a field of study directly related to the specific program in which the candidate will teach; and
2. demonstrate currency in an appropriate field of expertise through documented research and/or scholarly writing activity; or
3. demonstrate currency in an appropriate field of expertise through documented activity in professional organizations (evidence of such includes attendance at conferences, presentations at conferences, holding offices in such organizations).

After the candidate submits a letter of intent to be considered for membership on the USCS Graduate Faculty or USCS Adjunct Graduate Faculty to the Dean of the school or college housing the program and upon favorable review by the appropriate Division Chair, the Dean of the School [or college] housing the graduate program, and the USCS Graduate Council, USCS will confer upon the candidate **Graduate Faculty** status (or when appropriate, **Adjunct Graduate Faculty** status).

Adjunct Graduate Faculty Status

Adjunct faculty teaching in the graduate programs are expected to meet the criteria for Graduate Faculty. The requirement that candidates hold the terminal degree may be waived for either Graduate Faculty or Adjunct Graduate Faculty status in cases where individuals (a) have made extraordinary contributions in teaching, service, or scholarship and creativity or (b) are in disciplines where the earned doctorate is not commonly required for graduate teaching.

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Revised by Faculty Senate 3-22-96. Approved by Board of Trustees on 9-25-96.

Faculty members who feel they have been inappropriately denied membership on the Graduate Faculty may appeal to the appropriate dean for reconsideration. If satisfaction is not attained, the faculty member may appeal to the Vice Chancellor for Academic Affairs.

Graduate Faculty Evaluation Criteria

Graduate faculty members are evaluated on the basis of the annual review process and criteria used for other faculty members at USCS. Graduate faculty members are expected to teach at least at a satisfactory level, to produce scholarly and creative work at least at a satisfactory level, and to serve the profession, the university and the community at least at a satisfactory level.

Members of USCS Graduate Faculty and Adjunct Graduate Faculty maintain their status on a continuing basis. Loss of graduate faculty status may result from a rating by the appropriate dean of less than satisfactory on any of the three annual review criteria -- teaching effectiveness, scholarly and creative activity, and service. Faculty members who feel they have inappropriately lost Graduate Faculty status may appeal in accordance with procedures outlined in the Faculty Manual in the section entitled "Appeal of Administrative Annual Review."