Proposal for the Approval of a Graduate Faculty at UAA

Submitted by the Graduate Academic Board
Previously Reviewed by the Graduate Council
November 27th, 2013

UAA Policy on Graduate Faculty

The Graduate Faculty at UAA consists of those members of the University and appointed affiliates who, because of their educational qualifications and professional achievements, have been designated to be active participants in graduate education, principally with regard to supervision of graduate dissertations, theses, and substantial research/creative activity projects. UAA’s Graduate Faculty policy and procedures are designed to recognize the importance and excellence of graduate education.

There are two types of Graduate Faculty designation: Full Membership and Associate Membership. These designations are intended to differentiate expectations for supervision of graduate student work. They are also intended to provide opportunities for mentoring of faculty new to research supervision and for the inclusion of other individuals deemed qualified to play a supervisory role on graduate student committees. Neither category reflects the ability of faculty to teach graduate courses.

Full Members

Ψ Chair, co-chair, or serve as a member of a committee supervising a thesis or dissertation, or another approved graduate research project (e.g., a creative project, capstone, or research project reflecting more than three graduate credits)

Associate Members

Ψ Co-chair or serve as a member of a thesis or dissertation committee, or another approved graduate research project (e.g., a creative project, capstone, or research project reflecting more than three graduate credits)

Appointment Criteria

Full Members

Ψ Hold a faculty or faculty administrator position within the University of at least 50%.
Ψ Apply for, and be approved by, their academic dean.
Ψ Unless otherwise agreed by School or College, hold a terminal degree for their discipline.
Ψ Produce evidence of recent demonstrable research and/or creative productivity as appropriate to the faculty member’s appointment, faculty rank, and position.
Ψ Demonstrate effectiveness in graduate education instruction and/or curricular development.

Associate Members

Ψ Normally, meet the requirements in terms of UAA appointment, research and/or creative activity, and graduate education as described for full membership but may not have a terminal degree for their discipline; or, may hold an adjunct or affiliate position, a faculty appointment in another university, or be a skilled practitioner employed in an industrial, commercial, or professional position, and have specific expertise and the potential to make significant contributions to graduate education at UAA.
Appointment Process

Appointment Process for Graduate Faculty Membership for Existing Faculty

Based on the appointment criteria listed above and upon approval by the unit dean, existing faculty who have taught or currently teach graduate courses and/or currently serve or have served as chair or member of committees supervising graduate student theses or dissertations, or other approved graduate research/creative/capstone projects, may apply and be considered for Full or Associate Graduate Faculty membership. Such applications will include Annual Activity reports and current curriculum vitae.

To streamline the process of appointment, the academic dean will, upon review of faculty application materials, prepare a statement indicating the names of faculty who will be accorded Full or Associate Member designation. This information will be forwarded to the Dean of the Graduate School for action and the faculty will be informed of the academic dean’s decision.

Appointment Process for Graduate Faculty Membership for New Faculty

Based on the appointment criteria listed above, new faculty will be considered for Full or Associate Graduate Faculty membership. For initial faculty appointments to UAA, the academic dean will ensure that the applicants meet the requirements for Graduate Faculty designation.

In initial appointment, the applicant’s Graduate Faculty designation will be recorded in their appointment letter, and the Dean of the Graduate School will be advised of the designation.

Appointment Process for Graduate Faculty Membership for Emeritus Faculty

Professors emeriti of the University who were formerly Graduate Faculty, or meet the requirements above, are eligible to apply to be Full or Associate Members. In general, only those who have maintained active research profiles will be eligible for Full Membership.

Appointment Process for Graduate Faculty Membership for Non-Faculty

Based on the appointment criteria listed above, and for non-faculty appointments (including adjunct and affiliate faculty), the dean of the school, college or divisional unit or director is authorized to appoint Associate Graduate Faculty members.

General Processes

The Dean of the Graduate School will be responsible for maintaining the current record of approved Graduate Faculty on the Graduate School’s website and for publication of the graduate faculty names in the annual Graduate Catalog.

Unit deans reserve the right to confer Associate Membership rather than Full Membership for some faculty, or to refuse to recommend faculty to either designation.

In the event that the unit dean/director does not support an existing faculty member’s appointment, that individual may appeal to the Dean of the Graduate School who will confer with the unit dean/director for resolution. If agreement cannot be reached, the faculty member reserves the right of appeal to the Provost.

During the appeal process, the faculty member will remain eligible to continue supervising graduate student research, projects, and theses or dissertations.
There is no fixed term for graduate faculty designation but, in their periodic review of faculty, academic deans will ensure that those individuals holding Graduate Faculty designation in their school or college will have demonstrated a current and sustained record of scholarly and/or creative activities consistent with the standards for Graduate Faculty designation.

In the event that the record of achievements does not meet the criteria for the relevant designation, faculty will be given recommendations for improvement of their graduate teaching and/or scholarship. They will enter into a review period not to exceed three years, during which time their graduate faculty designation may be withheld, pending determination by the academic dean.

Specific criteria for Graduate Faculty appointment and review processes may be developed by individual schools and colleges, as long as they accord with the overall processes cited herein.