

Guidelines for Departmental Graduate Faculty Department of Biological Sciences

April 2016

This document outlines the requirements for graduate faculty in the Department of Biological Sciences.

A. Regular Member

1. Qualifications

A Regular Member of the Graduate Faculty must be a full-time faculty member with a terminal degree in the Biological Sciences or related discipline or an advanced degree in the Medical or Health Sciences.

For appointment as a Regular Member of the Department of Biological Sciences, the applicant should provide evidence of continuing and/or recent scholarly activity within the past six years, which may include the of at least 2 publications of original research or pedagogical results in scientific or educational journals as an author or co-author, and/or the publication at least two of books or chapters in books as an author or co-author, and presentations to at least 3 learned forums as an author or co-author.

2. Appointment requirements and procedure

Applicant must meet the degree requirements of the Department of Biological Sciences. Application must include evidence of professional activities related to graduate education (such as research, publication, membership in professional organizations, and/or participation in regional and national. An appointment is recommended by the College Graduate Faculty Committee and approved by the University Graduate Council. Appointment is for a six-year term at which time the faculty member may reapply. Upon hire as a pre-tenure or tenured faculty member possessing a terminal degree in an appropriate discipline, an initial Graduate Faculty appointment will be made for a six-year term. Upon promotion to associate or full professor, a Graduate Faculty appointment will be made or an existing appointment will be reset to a new term of six years. Application to become a Regular Graduate Faculty member requires a letter from the faculty member requesting review by the graduate committee. A current curriculum vita of the applicant's professional and scholarly activity should accompany the letter.

3. Privileges and responsibilities

A Regular Member may teach graduate courses at any level serve on the Graduate Council, direct research, and serve on thesis and dissertation committees for students pursuing masters, and doctoral degrees.

B. Temporary Member

1. Qualifications

An individual with a terminal degree or documented knowledge and equivalent experience is eligible for appointment to the Graduate Faculty as a Temporary Member to teach specific courses and/or serve on committees over a specified time period.

2. Appointment requirements and procedure

Application is through, or nomination is by the Departmental Graduate Student Committee that is chaired by the departmental Graduate Student Coordinator. Recommendations must include specific qualifications as related to the course(s) to be taught or graduate student committee membership. An appointment is approved by the Graduate Council for a specified time period. At the end of the specified time period, a Temporary Member of the Graduate Faculty may reapply. Temporary Graduate Faculty status will be for three years.

3. Privileges and responsibilities

A Temporary Member may teach graduate level courses at the masters, and doctoral levels and serve on student committees. A Temporary Member appointment is only valid for the time frame specified and for the course(s) or activities approved on the application.