

College of Engineering Graduate Faculty Qualification Standards

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This document provides the qualification standards for the College of Engineering Graduate Faculty. The standards comply with the Arkansas State University Handbook. Appointment to the Graduate Faculty may be made as a Regular Member or Temporary Member. Each category has associated qualification standards, appointment requirements and procedures, and privileges and responsibilities as defined below.

A. Regular Member

1. Qualifications

A Regular Member of the Graduate Faculty must be a full-time, tenure or tenure-track faculty member with a terminal degree. A doctoral degree, such as a Doctor of Philosophy (Ph.D), Doctor of Science (Sc.D), Doctor of Engineering (Eng.D), or equivalent, is considered an appropriate terminal degree in the College of Engineering. Appropriate disciplines for the terminal degree include all areas of engineering (such as civil, electrical, mechanical, chemical, etc.) and applied science.

In exceptional cases, unique experience, specialized training, and professional competence may substitute for a terminal degree. The College of Engineering allows for two exceptional cases options.

- I. The faculty member holds an earned doctoral degree in a discipline or field not listed as appropriate for regular faculty members in engineering. However, due to undergraduate or graduate training in engineering and/or professional practice or research, the faculty member has attained unique experience, specialized training and professional competence appropriate for appointment as a Regular Member of the Graduate Faculty in the College of Engineering.
- II. The faculty member does not hold an earned doctoral degree, but does hold a Master of Science degree in engineering or applied science, and is a registered Professional Engineer or has demonstrated several years of progressive practice in the engineering profession.

Under both options, recommendation to the Graduate Council will be made after approval by the College of Engineering Graduate Committee and Dean of the College of Engineering.

Regular Members must have documented evidence of an appropriate level of scholarly activity. Scholarly activity in the College of Engineering includes presentations to learned forums, engineering technical reports, external consulting activities, accreditation reviews for ABET, peer-reviewed publications, patents, books, book chapters, and other similar work.

2. Appointment requirements and procedure

Application must include evidence of professional activity related to graduate education such as research, publication, exhibition or performance, membership in professional organizations, participation in regional and national meetings, and the applicant must meet the qualification standards of the program or department. An appointment is recommended by the department/program graduate faculty and chair (or program director in the case of interdisciplinary programs) and approved by the Graduate Council. 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 up to 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 up to six years. The College of Engineering appoints Graduate Faculty Regular Members to six year terms.

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, specialist and doctoral degrees. With the approval of the graduate program director and the Dean of the Graduate School, a Regular Member may chair thesis and dissertation committees for students pursuing masters, specialist and doctoral degrees. The Graduate School recommends that faculty who chair thesis and dissertation committees either have previous experience on such committees or work with a mentor, a faculty member who has successfully chaired thesis or dissertation committees in the past.

B. Temporary Member

1. Qualifications

An individual with a terminal degree or documented knowledge and adequate experience shall be 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 department/program graduate faculty or chair (or program director in the case of interdisciplinary programs). Recommendations must include specific qualifications as related to the course(s) to be taught or committee membership. An appointment is approved by the Graduate Dean for a specified time period. The College of Engineering appoints Graduate Faculty Temporary Members to three year terms. At the end of the specified time period, a Temporary Member of the Graduate Faculty may reapply. Appointments are reserved for individuals who are not in a tenure track appointment.

3. Privileges and responsibilities

A Temporary Member may teach graduate level courses at the masters, specialist 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.