

## **GRADUATE FACULTY MEMBERSHIP**

Graduate faculty develop curricula, teach graduate courses, guide student research, Mentor graduate students, participate in the governance of graduate education, and determine criteria for Graduate Faculty membership.

Remaining current in one's discipline is a special responsibility of faculty who teach at the graduate level. In particular, research, scholarship, creative activities, and performance serve as models for graduate students. What constitutes a program of original work varies considerably from discipline to discipline. Quantity is not the sole criterion, and may not even be a major criterion. However, periodic evidence that one's work has undergone independent peer review and is part of an ongoing scholarly agenda is expected. In some disciplines, graduate faculty are also expected to generate external funding through grants and contracts to support their research and scholarly activities as well as to support graduate students.

There are two categories of Graduate Faculty membership in Wichita State University. Candidates for Graduate Faculty membership must meet all department specific criteria and the following university specified eligibility criteria. All nominations for Graduate Faculty status must originate from a Wichita State University academic department.

### **I. CATEGORIES**

#### **Graduate Faculty**

- Possess terminal degree in the discipline or its equivalent in training and/or experience (documentation is required when equivalency is claimed from a combination of training and experience)
  - Tenured or tenure-track WSU faculty with assistant professor or higher rank or meet established criteria for the academic unit
  
  - Teach graduate courses
  - Serve on master's and doctoral committees
  - Chair capstone (project, thesis, and dissertation) committees
  - Mentor graduate students
  
  - Ongoing till separation from the University
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- Earned graduate degree or qualified by education and/or professional achievement

- Teach graduate courses
  - Serve on and co-chair master's thesis, PhD dissertation committees, and terminal committees for practice doctorates where chair is a regular Graduate Faculty member (co-chairing requires permission from Graduate School)
  - Other duties as appropriate
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- Appointment length suggested by chair of the department and approved by the Dean of the Graduate School
  - Membership may be renewed through the submission of a nomination form by the academic department recommending the appointment, which should document successful performance in the preceding term

### **GRANTING OF GRADUATE FACULTY PRIVILEGES**

Research productivity, scholarship, and creative activities are best evaluated by graduate faculty at the departmental/college level. The Graduate School and Graduate Council provide oversight and due process for faculty seeking grievances in this matter, but the units are best equipped to make informed decisions regarding graduate faculty membership. Based on the rigorous process used to hire, review, and promote faculty, all members of the tenure-track faculty are eligible for regular Graduate Faculty standing. The procedure below is to be used to identify non-tenure track graduate faculty members.

Each graduate program, either individually or collectively by department and/or college, can establish regular Graduate Faculty criteria for non-tenure track faculty. These criteria must be approved at the department, college, and Graduate Council levels, and should be updated at least every five years.

Faculty who seek graduate faculty status for the first time are responsible for submitting a completed nomination form along with pertinent supporting information/documents to the department chair. The department chair will forward the candidate's material to the Departmental/College Graduate Faculty Status Committee (see below) for consideration. After the appropriate faculty status committee has reviewed, it will inform its recommendation to the chair who will send the nomination form (with supporting information/documents) to the Academic Dean with his/her own recommendation and signature.

Each department and/or college should have a committee (minimum of three members) comprised of Graduate Faculty. Using the Graduate School's graduate faculty categories as a guideline, the college or department committee will submit criteria for each graduate faculty category to the Graduate Dean for approval. In order to stay current, departments/colleges will re-evaluate the criteria and submit them to the Graduate School every five years. The committee will also assess faculty who seek to have graduate faculty status (including re-appointment). A positive recommendation is defined by a simple majority vote, after which the nomination and

supporting information are forwarded to their respective department chair or college dean.  
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## II. REVOCATION OR LOSS OF STATUS OR SUSPENSION OF PRIVILEGES

Membership status may be terminated or changed when an affiliate graduate faculty member no longer meets the eligibility requirements, or the affiliate graduate faculty member does not renew his/her membership. Nonrenewal of status, other than in cases of revocation or suspension of privileges may be appealed to the Graduate Council and the Graduate Council's disposition of appeal is final. Membership of either status may be revoked or privileges may be suspended in certain extreme cases, such as those of professional incompetence as a Graduate Faculty member, academic dishonesty, scholarly/scientific/creative misconduct, or gross failure to fulfill duties related to graduate faculty membership.

Revocation of status or suspension of privileges of a graduate faculty may only result from Graduate Council action following a complaint lodged with the Graduate Dean in writing and only if the complaint includes appropriate documentation as evidence of cause for removal of status or suspension of privileges. The complaint will be investigated by a faculty committee formed by the Graduate Council (comprising of at least three regular Graduate Faculty members). If further action on the complaint is deemed appropriate by the investigating committee, Graduate Council will make the final decision