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Proposal to modify the Graduate Faculty Criteria

BACKGROUND

The main reasons for proposing modifications of the Graduate Faculty Criteria are to make scholarship stronger at the graduate level and to ensure compliance with Southern Association of Colleges and Schools-Commission on Colleges (SACS-COC) and other accrediting bodies.

In December 2007, during the university's last reaffirmation by SACS, the Commission on Colleges awarded ECU membership at Level V. At this level ECU is authorized to offer Doctoral degrees starting with the Doctor of Education degree. This award is a large milestone in the history of the institution and must be reflected in all the standards established for graduate education at ECU.

The criteria presented below reflect the philosophy that graduate education can flourish only in a climate in which quality teaching and faculty scholarship are expected and encouraged. To sustain a graduate culture requires a genuine commitment to scholarship in all of its forms as well as to effective teaching and advising.

The academic integrity of graduate programs rests primarily with the Graduate Faculty. The main responsibilities of the members of the Graduate Faculty are to (1) teach graduate students effectively, (2) foster independent learning, (3) enable students to contribute to a profession or field of study, (4) conduct scholarly and creative work of high quality, (5) maintain proficiency in their discipline, and (6) ensure graduate programs in their discipline are relevant and of high quality. The criteria and procedures for assessing the graduate faculty are needed to ensure high quality teaching, scholarship, and programs at the graduate level.

OVERVIEW OF CRITERIA

The standards outlined in this document are the minimum requirements. Faculty are encouraged to exceed these standards individually and collectively. Departments and colleges may establish criteria that exceed these standards.

In establishing these criteria ECU intends

- ◆ To demonstrate to external accreditation bodies that it regards high quality teaching and scholarship important and necessary to graduate education and, through the criteria, has a systematic approach to monitor quality of teaching and scholarly productivity; and
- ◆ To provide support for faculty to meet the criteria, for the enhancement of graduate programs, and for fostering a graduate culture.

There are three sets of criteria for awarding graduate faculty status. The standards used in applying these criteria vary according to the applicant's desired status and are outlined below:

1. Earned degree;
2. Graduate teaching effectiveness and fulfillment of professional responsibilities;
3. Scholarly and professional productivity.

There are three levels of graduate faculty status. The first level, currently referred to as Graduate Instruction Status, is for faculty who are not tenure-track but who have teaching or research expertise

that is needed by the department. This status could also be used for tenure-track/tenured faculty who do not meet all the qualifications required for the other levels. There really is no substantial change between current and proposed requirements in this status.

The second level, currently referred to as Associate Graduate Faculty Status, is used for faculty who only teach graduate courses and serve on the Graduate Advisory or Graduate Examination Committees, but do **not** serve as chair of the committees. There are minimal scholarly requirements at this level. Also, there is no time limit for this status. The new criteria for this level slightly increase the level of scholarly expectations, ensure quality teaching, allow the graduate faculty to chair Graduate Advisory or Graduate Examination Committees, and require the renewal of the status every five years to ensure the continuous eligibility of the faculty.

The third level, currently referred to as Full Graduate Faculty Status, is used for faculty who teach graduate courses and serve on (and chair) the Graduate Advisory or Graduate Examination Committees. Since all of the responsibilities and privileges associated with this level have been given to the faculty in the second level through the changes in the criteria, this level is changed to be awarded to the graduate faculty with substantial and documented evidence of excellence in scholarly and creative activities on a current and sustained basis. In other words, the faculty at this level have accomplished above and beyond all expectations in teaching, scholarship and service at the graduate education level. While the current criteria require reapplication every five years, the new criteria provide for lifetime status once this level has been achieved.

NAMING EACH STATUS

The name of each status should reflect the expectations, responsibilities, and privileges associated with that status. Hence the three graduate faculty statuses have been changed to _____, _____, and _____ to better describe each status.

GRADUATE INSTRUCTION STATUS

This status is normally reserved for faculty who are not tenure-track but who have teaching or research expertise that is needed by the department.

	Current Criteria	Proposed Criteria	Justification
1. Status Name	Graduate Instruction	Temporary Graduate Faculty	More clearly identifying the role of the faculty
2. Educational Background	Should meet degree requirements for appointment to the university faculty at the rank of at least assistant professor as specified by the Faculty Handbook.	Nominee must have earned the highest degree normally awarded in the field. Exceptions must be approved by the Provost office prior to the nomination.	This criterion ensures EKU's continues compliance with SACS Accreditation. The council realizes the need for exceptions and has been working with the office of the Provost in examining the use of non-terminally-qualified faculty to teach graduate classes. Therefore, any such exceptions must be reviewed and approved by the Provost office prior to the nomination of the candidate for this status to the graduate council. Correct wording? Status to council? Grad School?
3. Scholarly Activity	<p>Must fulfill at least <u>TWO</u> categories listed below:</p> <p>a. <i>Publication</i> b. <i>Participation in professional meetings,</i> c. <i>Leadership,</i> d. <i>Advanced training (classes, workshops),</i> e. <i>Professional activities beyond classroom instruction,</i> f. <i>Appropriate related experiences in the field.</i></p>	<p>Must be actively involved in scholarly and creative endeavors related to the field he/she will be teaching in by providing evidence of fulfilling at least <u>TWO</u> categories listed below within the last five years:</p> <ul style="list-style-type: none"> ◆ <i>Publication</i> ◆ <i>Participation in professional meetings</i> ◆ <i>Leadership in professional associations</i> ◆ <i>Advanced training (classes, workshops)</i> ◆ <i>Professional activities beyond classroom instruction</i> ◆ <i>Appropriate related experiences in the field.</i> 	<p>This criterion ensures that the faculty teaching a graduate course is keeping current in the field. This criterion is especially important in the case that the faculty is lacking a terminal degree in the field.</p> <p>Note: The types and number of acceptable scholarly activities have not changed.</p> <p>No requirements change.</p>

<p>4. Evidence of successful undergraduate and/or graduate experience within the past five years</p>	<p>List graduate and undergraduate courses in the discipline taught during the last five years.</p>	<p>1. List undergraduate and graduate courses taught in the discipline during the last five years. 2. The nomination form must be accompanied by the faculty's teaching evaluations and a letter from the department chair giving evidence of excellent teaching.</p>	<p>This criterion ensures excellent teaching at the graduate level.</p>
<p>5. Duration of the status</p>	<p>One semester, additional semesters could be requested on the same form</p>	<p>A maximum of three years Overall? Can reapply for another three years? Consecutive?</p>	<p>The application allows one, two, or three years of service. Duration of service is the same, but stated more clearly on the new form. No requirements change.</p>
<p>6. Privileges and responsibilities</p>	<p>May be allowed to serve on a limited number of graduate committees subject to the approval of the Graduate Council.</p>	<p>May teach graduate courses and serve on a limited number of graduate committees subject to the approval of the Graduate Council.</p>	<p>No change</p>

ASSOCIATE GRADUATE FACULTY STATUS

	Current Criteria	Proposed Criteria	Justification
1. Status Name	Associate Graduate Faculty	Associate Graduate Faculty	No change
2. Educational Background and Tenure Status	Have earned the highest degree normally given in the field	1. Have a full-time tenure/tenure-track appointment; 2. Have earned the highest degree normally awarded in the field.	Non-tenure-track faculty must apply for Temporary Graduate Faculty Status. This requirement is implied in the current forms.
3. Scholarly Activity	Must fulfill at least <u>TWO</u> categories listed below: a. <i>Publication,</i> b. <i>Participation in professional meetings,</i> c. <i>Leadership,</i> d. <i>Advanced training (classes, workshops),</i> e. <i>Professional activities beyond classroom instruction,</i> f. <i>Appropriate related experiences in the field.</i>	Provide evidence of at least <u>TWO</u> scholarly activities conducted within the past five years from sections 1 or 2 listed below. At least one activity must be from Section 1. <u>Section 1:</u> <ul style="list-style-type: none"> ◆ <i>Refereed article in a regional or national professional journal (state journal with regional or national submissions/readership may be included)</i> ◆ <i>A regional or national juried performance or exhibit (performance videotape, exhibit catalogue, etc.)</i> ◆ <i>Substantial contribution to professional literature (e.g., chapter of a book with a recognized academic publisher)</i> ◆ <i>Presentation at a national or regional professional meeting related to your discipline</i> ◆ <i>Grant proposal submitted to competitive external agencies.</i> <u>Section 2:</u> <ul style="list-style-type: none"> ◆ <i>Leadership in professional associations</i> ◆ <i>Professional activities beyond classroom</i> 	Graduate faculty, teaching graduate courses and being a member of or chairing comprehensive examination or thesis committees, must be actively involved in scholarship in their field.

		<p><i>instruction</i></p> <p>◆ <i>Appropriate related experiences in the field.</i></p>	
<p>4. Evidence of successful undergraduate and/or graduate experience within the past five years</p>	<p>No evidence required</p>	<ol style="list-style-type: none"> 1. List of undergraduate and/or graduate courses taught during the last five years 2. List of comprehensive examination or thesis committees (been a member of and/or chaired), if applicable. 3. The nomination form must be accompanied by the faculty's teaching evaluations and a letter from the department chair giving evidence of excellent teaching. 	<p>This criterion ensures excellent teaching at the graduate level.</p>
<p>5. Duration of the status</p>	<p>No limit (Renewal of the status is not required)</p>	<p>Must be renewed every five years.</p>	<p>This criterion ensures the continuous eligibility of the faculty for this status.</p>
<p>6. Privileges and responsibilities</p>	<p>May serve on Graduate Advisory or Graduate Examination Committees, but not chair the committees</p>	<p>May teach graduate courses; serve on the Graduate Council; serve on and Chair Examinations, Thesis, and Dissertation Committees for students pursuing masters, specialist and doctoral degrees.</p> <p>Note: The Graduate School recommends that faculty with Associate Graduate Faculty status 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.</p>	<p>The continuous renewal of this status ensures that the faculty will keep active with their scholarly activities, which should qualify them as chairs of Examinations, Thesis, and Dissertation Committees.</p>

FULL GRADUATE FACULTY STATUS

	Current Criteria	Proposed Criteria	Justification
1. Status Name	Full Graduate Faculty	Full Graduate Faculty	No change
2. Educational Background and Tenure Status	1. Have earned the highest degree normally given in the field 2. A teaching record of at least one graduate level course every two years, and 3. Service as a member of a comprehensive examination on thesis committee during the past five years.	1. Have Earned the Professor Rank 2. A minimum of five years of graduate faculty experience at an accredited institution, and 3. Have a teaching record of at least one graduate level course or chaired a comprehensive examination or thesis committee during the past two years.	This status is for the faculty with outstanding teaching, scholarship and service portfolios.
3. Scholarly Activity	<p><u>Section 1:</u> Type of scholarly activity:</p> <ul style="list-style-type: none"> ◆ <i>refereed article in a professional journal, subject to peer review prior to publication</i> ◆ <i>paper presented to a peer-reviewed (not civic) meeting</i> ◆ <i>editor of a refereed or scholarly journal</i> ◆ <i>a juried performance or exhibit (performance videotape, exhibit catalogue, etc.)</i> ◆ <i>substantial contribution to professional literature (e.g., chapter of a book)</i> <p><u>Section 2:</u> The nominee must fulfill at least TWO categories from the list below:</p>	<p>Provide evidence of at least THREE scholarly activities conducted within the past five years from sections 1 or 2 listed below. At least one activity must be from Section 1.</p> <p><u>Section 1:</u></p> <ul style="list-style-type: none"> ◆ <i>Refereed article in a regional or national professional journal</i> ◆ <i>A regional or national juried performance or exhibit</i> ◆ <i>Substantial contribution to professional literature (e.g., chapter of a book with a recognized academic publisher)</i> ◆ <i>Awarded or approved grant proposal from competitive external agencies</i> <p><u>Section 2:</u></p> <ul style="list-style-type: none"> ◆ <i>Presentation at a regional or national</i> 	To qualify for the Full Graduate Faculty Status, one must have an ongoing, outstanding, and exemplary scholarship record.

	<ul style="list-style-type: none"> ◆ <i>Participation in professional meetings</i> ◆ <i>Leadership</i> ◆ <i>Advanced training (classes, workshops).</i> ◆ <i>Professional activities beyond classroom instruction</i> ◆ <i>Appropriate related experiences in the field.</i> 	<p><i>professional meeting related to their field</i></p> <ul style="list-style-type: none"> ◆ <i>Leadership in professional organizations</i> ◆ <i>Professional activities beyond classroom instruction</i> ◆ <i>Grant proposal submitted to competitive external agencies.</i> 	
4. Evidence of successful undergraduate and/or graduate experience within the past five years	No evidence required	<ol style="list-style-type: none"> 1. List of graduate courses taught during the last five years 2. List of comprehensive examination or thesis committees chaired 3. The nomination form should be accompanied by the faculty's teaching evaluations and a letter from the department chair giving evidence of excellent teaching. 	This criterion ensures excellent teaching at the graduate level.
5. Duration of the status	Five years. This status must be renewed every five years.	This status is permanent after the first award.	Faculty reaching this status would have reached the top of their professional career.
6. Privileges and responsibilities	May serve on Graduate Advisory or Graduate Examination Committees, and chair the committees	May teach graduate courses; serve on the Graduate Council; serve on and Chair Examination, Thesis, and Dissertation Committees for students pursuing masters, specialist, and doctoral degrees.	No change

TRANSITION FROM CURRENT STATUS TO THE NEW GRADUATE FACULTY STATUS

CURRENT STATUS	MAY APPLY FOR	TIME PERIOD
Graduate Instruction	Temporary Graduate Faculty	Next renewal period
	Associate Graduate Faculty (<i>if qualified</i>)	Next renewal period
Associate Graduate Faculty	Full Graduate Faculty	As soon as qualified
	Associate Graduate Faculty	As soon as meeting all qualifications for the new Associate Graduate Faculty status, but no later than three (3) years
	Temporary Graduate Faculty	After three (3) years, if still not meeting the qualifications for the Associate Graduate Faculty
Full Graduate Faculty	Full Graduate Faculty	Next renewal period
	Associate Graduate Faculty (<i>if not meeting qualifications for the Full Graduate Faculty Status</i>) Note: The new Associate Graduate Faculty has the same responsibilities and privileges as the current Full Graduate Faculty.	Next renewal period
New Graduate Faculty	Temporary or Associate Graduate Faculty based on the qualifications	As soon as needed