



Qualifications for Graduate Faculty Membership

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Membership in the Graduate Faculty shall be of three classes, Full, Associate, and Provisional.

Full Graduate Faculty are faculty members employed at Columbus State University, recommended by the College Dean, and approved by the Graduate Council. Full Graduate Faculty must meet the following criteria:

- hold full-time appointment at the rank of assistant professor or higher at the university;
- hold an earned doctorate degree in the teaching discipline or a related discipline;
- have a record of effective teaching at the university level; and
- have documented evidence of recent (within last 5 years), ongoing and productive scholarly/research achievement and professional achievement that include but are not limited to publication in refereed scholarly journals, presentations at regional, national and international conferences and/or national and international recognition by peers.

Appointment to Full Graduate Faculty is a prerequisite for serving as a thesis or dissertation chair. Appointment term: Five-year renewable term

Associate Graduate Faculty are faculty employed at Columbus State University and/or emeriti professors. Associate Graduate Faculty are recommended by the College Dean, and approved by the Graduate Council. Faculty and emeriti professors must meet the following criteria:

- hold full-time appointment at the rank of assistant professor or higher, lecturer, or emeriti professor at the university;
- hold an earned doctorate degree in the teaching discipline or a related discipline;
- have a record of effective teaching at the university level; and
- have documented evidence of recent (within last 5 years), ongoing and productive scholarly/research achievement and professional achievement that include but are not limited to publication in refereed scholarly journals, presentations at regional, national and international conferences and/or national and international recognition by peers, **or demonstrated competencies and achievements of related work or professional experience.**

Appointment to Associate Graduate Faculty is a prerequisite for serving on a thesis and dissertation committee. Associate Graduate Faculty may not serve as a dissertation chair. However, Associate Graduate Faculty may serve as a thesis chair. Appointment term: Three-year renewable term

Provisional Graduate Faculty are *qualified* part-time faculty without sufficient evidence of scholarly activities. Provisional Graduate Faculty are recommended by the Department Chair and College Dean and approved by the Graduate Council. Provisional Graduate Faculty must meet the following criteria:

- hold a part-time appointment as adjunct professor at the university;
- hold an earned doctorate degree in the teaching discipline or a related discipline; and
- demonstrate related work or professional experience, including diplomas, certificates, or licensure and certifications, that contribute to effective teaching and a positive impact on student learning outcomes.

Provisional graduate faculty may not serve on thesis or dissertation committees unless approved by the Dean.

Appointment term: One-year term

***Justification for Exception** –The dean of each college will justify qualifications for related field and post-doctorate experience for each teaching assignment through:

- approved related field with supporting documentation
 - provisional faculty member's academic credentials and prior teaching experience matching the specific graduate course competencies
 - a minimum of 18 semester hours of post-doctorate graduate coursework specifically related to the course(s) in which the faculty member will be teaching
 - high-level noncredit academic experience (e.g., provisional faculty member provides artifacts for documentation of high-level noncredit experience to be kept on file in the Provost's office)
 - high-level experience and/or related discipline as defined by the Dean of the college
 - acceptance of the above in lieu of an earned doctorate degree or terminal degree in the teaching discipline or related discipline
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Note: Following approval by the COEHP Graduate Council and the Dean of the College of Education and Health Professions in Fall 2011, the document was reviewed in Spring 2012 by: COEHP faculty; Dr. Tina Butcher, Associate Provost; CSU Graduate Council, CSU Deans' Council, Chairs Assembly; and the CSU Faculty Senate.