

315 GRADUATE FACULTY MEMBERSHIP

Policy 315 was included in the 2001 University Handbook revision and was substantially revised by the ISU Board of Trustees on May 9, 2009.

315.1 Graduate Faculty. The graduate faculty have the responsibility of guiding the university's mission at the graduate level, establishing the policies and procedures of graduate studies, and fostering the development and maintenance of high quality graduate education.

315.1.1 Regular Graduate Faculty.

- 315.1.1.1 Faculty Appointed In or After Fall, 2007.** At the time of appointment (effective for all faculty appointed Fall 2007 or after) all tenure-track faculty with terminal degrees will be granted graduate faculty membership.
- 315.1.1.2 Current Faculty.** Current (as of Summer 2007) associate and regular members of the graduate faculty will automatically become members of the graduate faculty with the endorsement to chair thesis and/or doctoral committees. Faculty appointed prior to Fall 2007 who are not members of the graduate faculty must apply no later than January 2010 using the standards in place prior to Fall 2007.
- 315.1.1.3 Initial Appointment.** The initial appointment will qualify the faculty member to teach graduate classes, to serve on thesis/dissertation committees and to serve on the Graduate Council and the subcommittees of the Council.
- 315.1.1.3 Review of Graduate Faculty Membership.** Review of graduate faculty membership may occur at the request of the department chair, college dean, or Dean of the College of Graduate and Professional Studies and will be conducted by the Graduate Faculty Subcommittee of the Graduate Council.
- 315.1.1.4 Endorsement to Chair Theses/Dissertations.** An endorsement to chair theses/dissertations is granted separately from graduate faculty status by a vote of a departmental committee, approval of the department chairperson, college dean, and the Dean of the College of Graduate and Professional Studies. To qualify for the endorsement to chair thesis/dissertation committees graduate faculty members must work with a graduate mentor appointed by their department, serve on thesis/dissertation committees, and complete a graduate faculty workshop sponsored by the Graduate Council to develop knowledge of the thesis/dissertation process at ISU.
- 315.1.1.5 Review of Endorsement to Chair Theses/Dissertations.** Review of the endorsement to chair theses/dissertations may occur at

the request of the department chair, college dean, or Dean of the College of Graduate and Professional Studies and will be conducted by the Graduate Faculty Subcommittee of the Graduate Council.

315.1.2 Emeritus Graduate Faculty. Faculty who are a regular member of the graduate faculty at the time of retirement will be granted Emeriti Graduate Faculty membership and have the rights and privileges of regular graduate faculty thereafter.

315.1.3 Special Purpose Graduate Faculty. An individual may be appointed for a limited period as a special purpose member of the graduate faculty. A special purpose graduate faculty member must be at least one of the following:

315.1.3.1 Tenure-Line Faculty With Terminal Degree. Tenure-line faculty with an earned doctorate or other terminal degree in the field of specialization, or a tenure-line faculty who has an earned master's degree and has distinguished themselves in teaching, research, and /or service, but do not meet the requirements for Graduate Faculty membership; or

315.1.3.2 Tenure-Line Faculty With All But Dissertation Completed. Tenure-line faculty or newly hired tenure-line faculty with all but dissertation completed who are actively working toward a doctorate;

315.1.3.3 Special Purpose Faculty. Special purpose faculty at Indiana State University who have expertise for a specified graduate course or graduate thesis or dissertation committee; or

315.1.3.4 Professionals. Professionals who are not tenure-line faculty at Indiana State University, but have expertise for specified graduate courses, or graduate committees.

315.1.3.5 Assignment of Special Purpose Faculty. A special purpose graduate faculty member may teach graduate courses, supervise practicums/clinicals, and may serve on thesis/dissertation committees. A special purpose graduate faculty member will not be granted the endorsement to chair theses/dissertations.

315.1.3.6 Term of Appointment. The appointment is usually for the lesser of five years or the term requested, with the exception for Ph.D. dissertation committees.

315.1.3.7 Reappointment. Reappointment as special purpose faculty is unlimited, but the duties are limited to those described in the application packet at the time of appointment.

315.1.4 Ex-Officio Graduate Faculty. Ex-officio graduate faculty membership may be granted to university administrators who do not hold faculty rank. The membership

qualifies the administrator to teach graduate courses and to serve on and direct graduate committees. Ex-officio graduate faculty will maintain the title without need for reapplication as long as the person maintains the administrative position.

315.1.4.1 Administrators Appointed Prior to Fall 2007. All university administrators appointed prior to Fall 2007, who have a tenure-track faculty position and ex-officio graduate faculty membership will automatically become members of the graduate faculty with the endorsement to chair thesis and/or doctoral committees.

315.1.5 Appeal Procedure. In cases where an appeal is to be made the Graduate Council of the University Faculty Senate is the body to which the appeal should be directed.

Last revised March 1, 2011