

New Policy

Graduate faculty

The Graduate Faculty policy defines criteria for faculty teaching graduate level courses and appointment of graduate faculty as full members and associate members. The policy also defines the review process and continuation of Graduate Faculty status.



**NORTH CAROLINA AGRICULTURAL AND
TECHNICAL STATE UNIVERSITY**

SEC. II- GRADUATE:

GRADUATE FACULTY

UNIT POLICY—ACADEMIC AFFAIRS

1. **Definition and Purpose:** The Graduate Faculty of North Carolina Agricultural and Technical State University exists as part of the total University Faculty. The primary function of the Graduate Faculty of NCA&T is to provide educational and research experiences which support high quality graduate education and to provide advice concerning policies associated with graduate programs at the University.
2. All faculty teaching graduate level courses must be members of the graduate faculty. Faculty members teaching courses at the master's and doctoral degree level are expected to hold the terminal degree in the discipline in which they are teaching or in a closely related discipline. In some cases, faculty members without a doctoral degree may teach graduate courses provided there is demonstrable evidence that such faculty member possess experience, knowledge, and capability in the discipline.
3. **Appointment of Graduate Faculty:** Each school/college will establish criteria that delineate what constitutes an adequate record of sustained academic and scholarly activity for appointment. Some examples of such activity include publications in scholarly journals, experience in funded and unfunded research, advising students and professional work experiences. On the basis of the approved criteria, the school/college will develop a process of systematic review and evaluation that will lead to appointment as graduate faculty. Updates to the roster of graduate faculty for each graduate program

will be communicated to the dean of the School of Graduate Studies at the start of each academic year.

4. Membership Categories: Membership of the Graduate Faculty shall be divided into two categories: Full Membership and Associate Membership.

5. Full Members:

Eligibility: All full time tenured, tenure-track or non-tenure track (clinical, extension, practicum, research, teaching, and federal contractual employees) faculty members at the academic rank of assistant professor or higher are eligible for full membership status. Full members of the Graduate Faculty are expected to hold the terminal degree in the discipline in which they are teaching or in a closely related field. In addition, full graduate faculty will meet the criteria for appointment established by the faculty. Faculty will be appointed to full membership through a process determined by the academic school/college.

Responsibilities: Full Members of the Graduate Faculty may participate in all aspects of the graduate program including teaching graduate level courses in their area of expertise, serving on thesis/dissertation committees, and chairing master's thesis and doctoral dissertation committees. Additionally, only Full Members are eligible for election to the Graduate Council, to serve as a Graduate Coordinator, to represent the Graduate School on thesis and dissertation defenses, and to vote on issues presented to the Graduate Faculty pertaining to changes to the graduate program.

6. Associate Members

Eligibility: All faculty members, including full time tenured, tenure-track or full or part-time, non-tenure track, visiting and/or adjunct (clinical, extension, practicum, research, teaching, and federal contractual employees) at the academic rank of assistant professor or higher are eligible for associate membership status. Associate members of the Graduate Faculty are expected to hold the terminal degree in the discipline in which they are teaching or in a closely related field. In addition, associate graduate faculty will meet the criteria for appointment established by the faculty. Faculty will be appointed to associate membership through a process determined by the academic school/college.

Responsibilities: Associate Members of the Graduate Faculty may teach graduate courses, serve on thesis and dissertation committees, and co-chair master's thesis and doctoral dissertation committees provided a full graduate faculty member is the other co-chair.

7. Review and Continuation of Graduate Faculty: Each school/college will establish a process for continuation; change from Associate to Full member; or removal of membership on the Graduate Faculty. This process will be based on a variety of factors, including scholarly productivity, record of graduate teaching or mentorship, and/or other

factors as defined by the school/college. The period of review will be defined by the school/college, but must occur at least once every five years.

8. A faculty member will automatically lose graduate faculty status at any time he/she is deemed deficient under post-tenure review.

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Revised:

Approved by the Chancellor

Harold L. Martin, Sr.
Chancellor

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