

Policy No. 01-

Policy on Graduate Faculty Status

Commonwealth University of Pennsylvania

Approved by University Senate, [Date of Approval]

Revised [Date of Revision]

Responsible Office: Office of Graduate Education

1. Purpose

The purpose of this policy is to define the categories of graduate faculty status and eligibility for each.

2. Scope

The policy governs graduate faculty status and impacts all faculty, all Academic Deans' Offices, and the Office of Graduate Education.

3. Definitions, Roles and Responsibilities

3.1 Definitions

3.1.2 University: shall mean Commonwealth University of Pennsylvania

3.1.3 Graduate faculty: are faculty deemed by their Department Chair and Dean to be qualified to teach and supervise at the graduate level based on their record of scholarship and teaching.

3.2 Roles and Responsibilities

3.2.1 Procedures surrounding graduate faculty will be developed and updated by the Office of Graduate Education in collaboration with the Graduate Council and Academic Affairs leadership.

4. Policy

4.1 Commonwealth University designates 3 types of graduate faculty status based on the faculty member's employment type and their record of effective teaching and active scholarship.

4.1.2 Graduate Faculty Status - Full. This status is reserved for Tenured Commonwealth University faculty from departments with graduate programs. These faculty must have earned terminal degrees in their discipline or a related field. Effective teaching is evaluated using the criteria for effective teaching within our Collective Bargaining Agreement and collected during 5-year performance reviews. Specific criteria used to evaluate active scholarship differ by discipline, but include a sustained record of active scholarship. Examples include peer-reviewed publications and exhibits, external grant attempts, papers and exhibits delivered at national and regional meetings of professional societies, regional and national recognition awards, offices held in professional organizations, consultancy work, corporate contracts awarded, invitational lectures, and participation in panels and workshops at regional and national meetings of professional organizations, and continuing education related to the maintenance or professional certification/licensure as outlined by professional organizations.

The recommendation for Full Graduate Faculty status is included in 5-year performance reviews and will originate from the relevant Department Chair and College Dean. The Associate Provost and Dean of Graduate Education grants this status and maintains records of the Graduate Faculty.

Full Graduate Faculty members may teach graduate courses, chair and serve on graduate thesis committees, and serve as Graduate Program Coordinators. Full Graduate Faculty status is awarded for renewable 5-year periods. Renewals are based on continued sustained excellence in scholarship and teaching and on written recommendations by the relevant Department Chair and College Dean with final approval from the Associate Provost and Dean of Graduate Education.

4.1.3 Graduate Faculty Status - Associate. This status is reserved for tenure-track Commonwealth University faculty from departments with graduate programs who hold terminal degrees, or who are currently enrolled in a doctoral program. Associate Graduate faculty status is renewable yearly upon written recommendation of the Departmental Chair and College Dean with final approval by the Associate Provost and Dean of Graduate Education.

The recommendation for Associate Graduate Faculty status should be included in annual performance reviews and will originate from the relevant Department Chair and College Dean.

Faculty with Associate Graduate Faculty status will have all the rights of Full Graduate Faculty.

4.1.4 Graduate Faculty Status - Temporary. This status is reserved for Commonwealth University faculty in departments without Graduate programs, for temporary faculty at Commonwealth, or for individuals who are not members of the Commonwealth University Faculty. Temporary Graduate Faculty may be invited to teach graduate courses, assist in teaching graduate courses and to serve on thesis committees, but may not chair a thesis committee. Upon written recommendation of the Departmental Chair and College Dean, the Associate Provost grants the status but may limit the activities during the temporary

appointment to specific courses or committee work. The appointment may not exceed two-years but is renewable.

4.2 For all Graduate Faculty appointment recommendations (Full, Associate, and Temporary) a current curriculum vitae will be included with the written recommendation before final approval. The vitae should contain sufficient information to allow one to judge the candidate's scholarship and teaching experience.

4.5 A list of Graduate Faculty and their specific status will be maintained by the Office of Graduate Education.

5. Compliance and Enforcement

5.1 Exceptions to this policy may be proposed to the Dean of Graduate Education.

6. Additional Information

6.1 Supporting Documents

6.2 Related Policies – Replaces Bloomsburg University PRP 3870 Graduate Faculty Appointment

6.4 Contacts for Additional Information and Reporting

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