



GRADUATE FACULTY STATUS- POLICY AND PROCEDURES

Abstract

The graduate faculty includes only those members of the Southern University faculty, appointed by the dean of the Graduate School, by authorization of the Chancellor of the Baton Rouge Campus, and the Graduate Council. Members of the faculty who hold the rank of assistant professor or above at Southern University-Baton Rouge may qualify for appointment to the graduate faculty status upon the submission of an application with appropriate documentation of scholarly accomplishments attached.

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Graduate Faculty Status-Policy and Procedures

Graduate Faculty status affords the privilege to interact with students as a member of the Southern University Graduate Faculty. You must obtain Graduate Faculty status to be eligible to teach graduate courses and participate on graduate student committees.

The graduate faculty includes only those members of Southern University faculty appointed by the Dean of the Graduate School, by the authorization of the Chancellor of the Baton Rouge campus, and upon the approval of the Graduate Council. Members of the faculty who hold the rank of assistant professor or above at Southern University-Baton Rouge may qualify for appointment to the graduate faculty upon the submission of an application with appropriate documentation of credential and scholarly accomplishments attached.

There are two levels of Graduate Faculty status:

Level I Graduate Faculty Status enables faculty, when appropriate as judged by the department and approved by the dean of the graduate school, to teach specific graduate-level courses, direct (chair) master's theses and serve on master's and doctoral examination committees, and serve as co-advisor of doctoral dissertation committees with a senior faculty member who is a Level II member of the graduate faculty.

Faculty holding Level I Graduate Faculty status, with an active record of research and scholarship, may petition the Graduate Council for permission to chair dissertation committees. The petition must include the following: current curriculum vita detailing research activities; endorsement letter from department's Level II Graduate Faculty; endorsement of Department Chair and College Dean. The Graduate Council, upon review of the petition, may approve the petition for a specific dissertation only, or a temporary period until such time as the faculty member qualifies for Level II Graduate Faculty status.

Level II Graduate Faculty Status enables faculty to teach graduate-level courses, chair master's and doctoral examination committees, sit on graduate committees, serve as voting members of the graduate faculty and serve on the Graduate Council and other graduate faculty committees.

Maintenance of Graduate Faculty status

Appointment of the graduate faculty may be made provisional or permanent.

Provisional appointment is normally given to non-tenured faculty with the rank of Assistant Professor. Provisional appointment is for maximum of **three years** and requires a review of scholarly activity at the end of the provisional period by the Graduate Council for approval of permanent status.

Permanent appointment is given to tenure-track and tenured faculty who hold the rank of assistant professor or above at Southern University-Baton Rouge. Faculty granted permanent graduate faculty status must submit to the Graduate Council an updated curriculum vita every five years. After review of the vita, the Council may revoke graduate faculty status if it is determined that there is insufficient scholarly activity.

Adjunct Faculty

Adjunct graduate faculty status may be granted to individuals hired to teach graduate courses on a temporary and/or part-time basis and faculty from other accredited institutions seeking to serve on supervisory committees for master's theses and/or doctoral dissertations. Faculty from other institutions must submit evidence of graduate faculty status at their home institution.

Individuals hired by academic units as adjunct faculty to teach graduate courses must submit their credentials to the Graduate Council for approval prior to the start of the semester in which they will be teaching.

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Graduate Faculty Level I

CRITERIA

- Earned Terminal Degree and holds rank of Assistant Professor in a tenure track position.
- Evidence of continued research-based scholarship as demonstrated by peer-reviewed publications, equivalent creative work, or national/regional scholarly presentations.
- Presentations- The candidate should demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment involving any one, or any combination of such activities as:
 - (a) Reading papers before learned and professional organizations
 - (b) Writing books reviews, scientific and industrial reports, short notes, popular articles, or similar materials;
 - (c) Rendering any type of consulting services which provides evidence of the scholar's professional standing and competence in his special field;
 - (d) Participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities;
 - (e) Performing significant administrative duties connected with the graduate program of a department or of the university; or
 - (f) Attainment of extramural support that is evidence of professional standing.
- Competence in the teaching of advanced undergraduate and graduate courses as demonstrated by chairperson, peer and student evaluations.

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Graduate Faculty Level II

CRITERIA

- Meeting all the requirements for Graduate Studies Faculty Level I and holding the rank of Associate Professor or Professor in a graduate degree granting department of school. The candidate must have three (3) years of experience participating regularly in the graduate program of the candidate's department or at another institution of higher education, or demonstrated in some other outstanding way his/her ability to direct graduate level research. The candidate must have directed one thesis option masters student to completion or served on one doctoral committee until completion. The candidate must have a record of scholarly publication. The publication requirements will be stratified typically by publication of at least three (3) full-length research articles in reputable referred journals. ("Reputable journals" are those identified as such by faculty in the nominee's department or academic area.) The publication of a book or research monograph can satisfy these requirements completely or in part if it makes scholarly contribution to the author's field of specialization. Such publications must clearly demonstrate the author's research competence.
- Demonstrated capability to obtain external, competitive funding for research or educational activities through grants.
- Evidence of supervisory service on two (2) thesis or dissertation committees.
- Establishment of a strong research record, or high level of scholarship or creative achievement, demonstrated by ability to obtain funding for research or education activities through grants and proposals.
- Competence in teaching of advanced undergraduate and graduate courses as demonstrated by chairperson, peer and student evaluations.
- The faculty member must have published research and scholarly work during the last five years, or have demonstrated comparable, creative achievement. In disciplines where publication is the normal outlet for scholarly work or research, the faculty member must provide evidence of his or her significant publications appearing under the imprint of recognized scholarly publishing houses or journals. Publications must have resulted from a judgement of quality through a reviewing process. In disciplines such as fine arts where publication is the normal or singular end product, the faculty member must provide evidence of creative work accomplished during the last five years. Presentation of creative work must have resulted from a judgment of quality through a reviewing process. The faculty member must indicate current involvement in research and/or creative work.