

Graduate Academic Policies Committee
Meeting Minutes
February 13, 2019

Attendees

John Gallagher, Suzanne Franco, David Hall, Kathy Engisch, Barbara Fowler
Barry Milligan, Amanda Steele-Middleton, Bill Rickert

I. Minutes of the December 5, 2018 meeting were approved

II. Graduate Faculty Membership

The committee continued discussions of the Graduate Faculty Membership policy. No decisions were reached during the meeting, and the committee agreed to have Dr. Gallagher send a summary of issues via email (attached) and meet again in 1 week.

III. Adjourn – the next meeting will be scheduled via email

I drew a flow chart / map of what I think the *_intent_* of the language is and what I think may be a more accessible format for discussion. In the map and the 2160 review draft attached, please note:

- 1) There appear to be FOUR graduate faculty statuses envisioned by the document. In a sense, TWO of them are really subsets of the other two. In the current naming convention, these are:
 - a. Regular Graduate Faculty: The “traditional” TET “full” graduate status. Someone in this status is a TET faculty member, fully affiliated with a WSU academic department, and authorized to teach all grad courses in discipline, participate in faculty governance related to graduate education, and able to be on and chair student masters and doctoral committees.
 - b. Associate Graduate Faculty: An “external” graduate faculty member. The new policy seems to indicate that these faculty MAY have any or all of the following: a) ability to teach courses at the 5xxx level and above; b) ability to serve on student graduate degree committees; c) ability to serve as a co-chair of a committee co-advisor of a student when supervised by a regular graduate faculty member. They may NOT serve in faculty governance roles. They may become qualified either by having all qualifications of a regular graduate faculty member except full affiliation with a WSU academic unit OR by going through a “tested experience” authorization by the grad faculty committee. In both qualification methods, the policy seems to expect that they very well might be restricted in their offer letters as to what privileges they possess. It seems expected that the “tested experience” associate faculty would have their duties far more prescribed than a more generally qualified member.
 - c. Provisional Graduate Faculty: This in all ways seems to be a “temporary” version of the Regular Graduate status to be used when a new TET faculty member arrives at WSU and may still be ABD or have some other provision yet to be satisfied. This status lasts for one semester with the understanding that the provision will be satisfied in that time. A holder of this status would presumably be evaluated for full status and that would be granted. The current policy language seems to allow “reappointments”
 - d. Temporary Graduate Faculty: This in all ways seems to be a “temporary” version of the Associate Graduate Faculty status. It is VERY limited in scope with the policy language restricting it to specific named in application letter courses to teach. It expires in one semester and the language seems to offer no ability to renew it. The implication is that this is used on an “emergency basis” by chairs to staff courses that become unexpectedly open. I think there is a clear understanding that this status is one semester only and anyone who is going to continue teaching goes through the normal process.

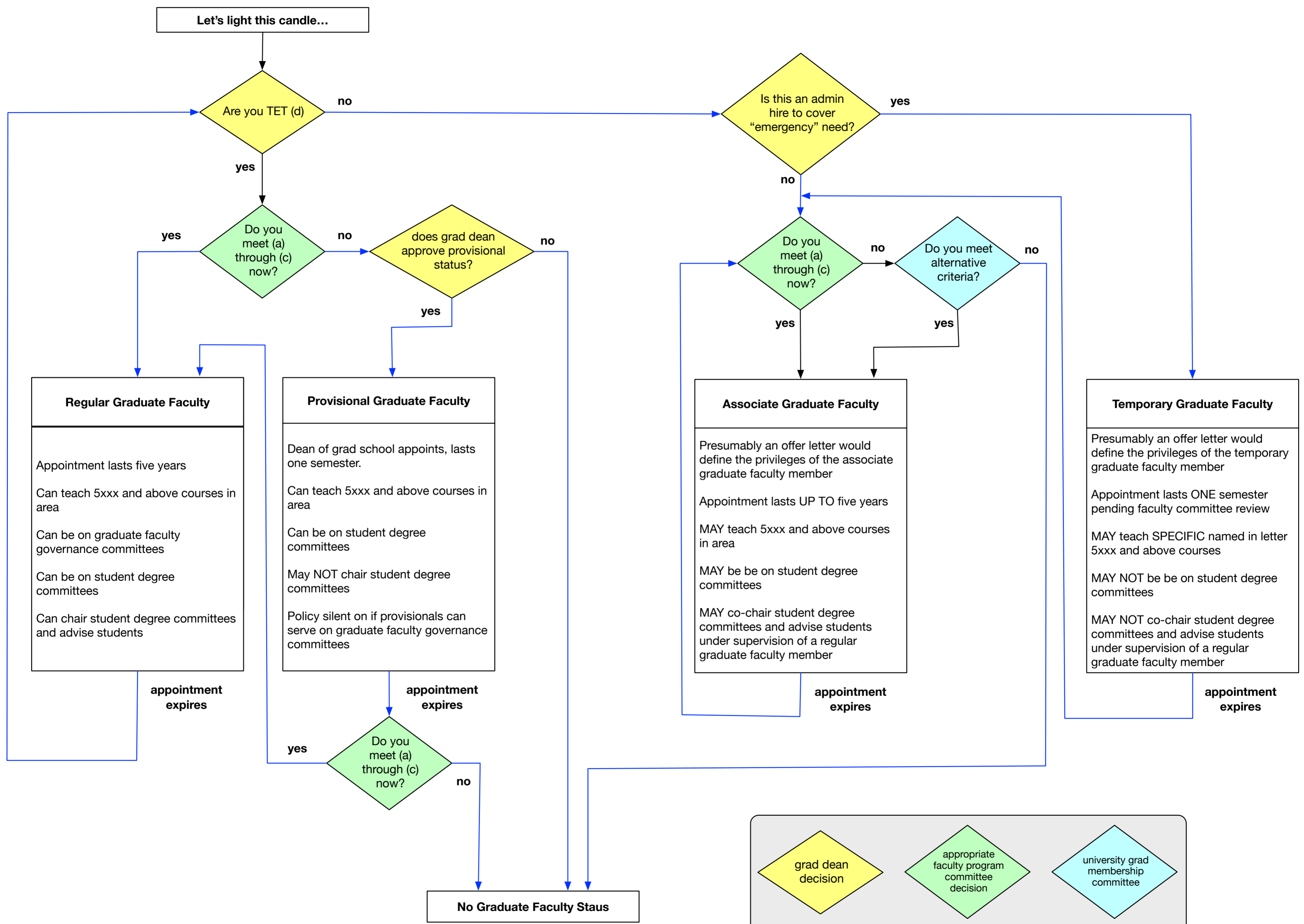
I’ve attached a PDF map of how I think the policy document defines how one moves through the statuses and who is involved. In the diagram, there are boxes for each status (by name) that enumerates privileges. Diamond are decision points. Yellow diamonds are determinations made by the graduate school dean, green diamonds are decisions made by the appropriate faculty governance body closest to the program (for my department it would be the departmental graduate studies committee,

GAPC – committee communication
2/17/2019

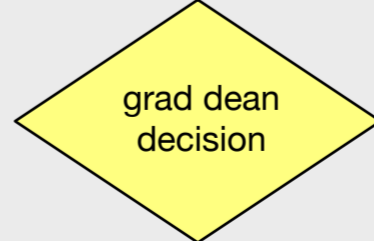


for other departments in my college, it would be the multi-department committee for the shared Ph.D., etc.). The blue diamond is the university graduate faculty membership committee.

In prep for our meeting on Wednesday, I would make the following requests:

- 1) Decide if the flowchart represents the desire of the committee WRT what the policy should do in principle. At this time, I would ask that we not really worry too much about the names of the graduate status categories. In the blue diamond, “alternative criteria” would refer to what the policy document refers to as “the url” and we could put into that other document guidelines based on recommendations and language from HLC. If you think the flow chart isn’t the right thing to do, then please bring concrete suggestions about alternatives that satisfy your concerns.
- 2) If you’re OK with the flow chart, please verify that the language of the policy reflects it. There are several places, for example, that I think we already agree we could add some strength to fully protect faculty prerogative and shared governance. The chart puts in meaningful shared governance checkpoints, but I’m not entirely convinced the current language does that as well as it could I will work on the language more between now and the meeting as well. If you see fixes that help to this end, please bring suggestions.
- 3) Hopefully in our next meeting we can knit this together and have something we can vote on at the next meeting or, after consideration, by email.



Key

 grad dean decision
 appropriate faculty program committee decision
 university grad membership committee

Graduate Faculty Membership

	Policy Number
2160	
	Date Created/Revised
11/01/2018	
	Executive Responsibility
Faculty Senate Dean of Graduate School	

2160.1 Purpose

The Graduate Faculty, the body primarily responsible for graduate study, is composed of faculty members whose experience and record of scholarship qualify them to offer graduate-level instruction. The Graduate Faculty's purpose is to encourage and contribute to the advancement of knowledge and/or professional practice through instruction, supervision, and research of the highest quality. Eligibility criteria for Graduate Faculty status emphasize the totality of a Graduate Faculty member's instructional, advising, and professional responsibilities as well as explicit scholarship criteria.

2160.2 Eligibility Criteria and Terms of Membership

In order to be appointed to the Regular Graduate Faculty, a faculty member must have (a) the appropriate terminal degree for graduate instruction in the field, (b) demonstrated involvement in graduate instruction through teaching and, where applicable, graduate student supervision, (c) a current (within the past five years) and relevant record of scholarly or creative accomplishment through research, publications, professional activities, and/or creative work (as appropriate to the field), and (d) rank of assistant professor or above in a degree-granting academic unit at Wright State University. Regular Graduate Faculty status is granted for a period of five years from the date of latest demonstrated satisfaction of all of the above criteria.

Other faculty members may receive either a) Associate appointments to the Graduate Faculty for terms of up to five years, or b) temporary appointments to the Graduate Faculty for a term of one semester.

In order to be granted Associate Graduate Faculty status, a nominee must either (1) satisfy criteria (a), (b), and (c) in the first paragraph of this section (2160.2), or (2) satisfy criteria specific to the relevant discipline or course(s) as approved by the Graduate Faculty Membership Committee and published at [URL]. Associate Graduate Faculty status is granted for a period of five years from the date of latest demonstrated satisfaction of the relevant criteria.

In order to be granted temporary Graduate Faculty status, a nominee must either (1) satisfy criteria (a) and (c) in the first paragraph of this section (2160.2), and be supported by a viable plan for mentorship during the first term of graduate teaching (description of such a plan must be included in the nomination packet), or (2) satisfy criteria specific to the relevant discipline or course(s) as approved by the Graduate Faculty Membership Committee and published at [URL]. Temporary Graduate Faculty status is granted for a period of one semester (non-renewable) by approval of the

Deleted: R

Deleted: on a permanent basis

Deleted:

Deleted: as appropriate to the field in question,

Deleted: adjunct

Deleted: T

Deleted: adjunct

Deleted: above

Deleted: meet

Deleted: and/

Commented [MB1]: Note: these criteria documents, when they are ultimately created, should include mentorship plans for any Associate faculty who do not have previous experience teaching/supervising graduate students.

Deleted: Adjunct

Dean of the Graduate School. Individuals who have served or are serving as temporary Graduate Faculty may be nominated for Associate Graduate Faculty status.

2160.3 Functions and Privileges of the Graduate Faculty

Regular Graduate Faculty members may (a) teach graduate courses (i.e., at or above the 5000-level) in the discipline(s) for which they qualify, (b) serve as members of thesis or dissertation committees, (c) serve as members of Faculty Senate Graduate Committees, (d) serve as chairs of Faculty Senate Graduate committees, (e) supervise master's theses or doctoral dissertations, provided they also meet any additional program-specific requirements for thesis or dissertation directors. However, before a Graduate Faculty member may direct a specific thesis or dissertation, that person must be approved on a case-by-case basis (for each specific thesis or dissertation) by the chair/director of the program and the Dean of the Graduate School. The department chairs/program directors shall be responsible for initiating the recommendation of these individuals. If a department chair/program director refuses to support a request for a particular Graduate Faculty member to direct a particular thesis or dissertation, or if the chair/director supports the request and the Dean of the Graduate School does not concur and disapproves the recommendation, the faculty member or department chair/program director may appeal that ruling. The Graduate Faculty Membership Committee will act as the final appellate body for this process.

Associate Graduate Faculty members may be approved for one or more of the following roles: (a) to teach specifically approved graduate courses (i.e., at or above the 5000-level), (b) to serve as members of thesis or dissertation committees, or (c) to serve as co-directors/co-supervisors of theses or dissertations in conjunction with a member of the regular Graduate Faculty. Associate Graduate Faculty may not serve as sole or primary directors of theses or dissertations.

Temporary Graduate Faculty members may teach specific graduate courses for which they have been approved. They may not serve as members of thesis or dissertation committees.

2160.4 Procedure for Nomination to Graduate Faculty Membership

Regular Graduate Faculty and Associate Graduate Faculty Membership

- A. The appropriate department chair, program director, or Department or Program Faculty Committee completes the Graduate Faculty Nomination form with supporting documentation (link to URL with form and explanation/directions) and forwards the packet to the college/school dean.
- B. The graduate studies committee of the College or School reviews the nomination and forwards the packet, with the committee's recommendation and statement by the dean, department chair, or program director, if appropriate, to the Graduate School.
- C. The Dean of the Graduate School reviews the nomination. If the candidate meets all four of the primary criteria for regular membership (terminal degree, scholarship or creative endeavors, record of teaching at the graduate level, and professorial rank at WSU), or the three primary criteria for Associate membership (terminal degree, scholarship/creative endeavors, and record of teaching), the Dean approves the nomination and records the candidate in the list of Graduate Faculty. Approved candidates are reported to the Graduate Faculty Membership Committee.

Deleted: Temporary Graduate Faculty may teach graduate courses for which they have been specif ... [1]

Deleted: adjunct

Deleted: The Dean of the Graduate School and/or ... [2]

Deleted: Permanently appointed (

Deleted:)

Deleted: have the privilege of

Deleted: instructing students at the graduate level

Deleted: ing

Deleted: a student's advisory

Deleted: /

Deleted: ing

Deleted: [MB1]

Deleted: ing

Deleted: and

Deleted: ing a

Deleted: i

Deleted: criteria

Deleted: dissertation

Deleted: can

Deleted: serve as a thesis/dissertation director

Deleted: 's request

Deleted: thesis/dissertation

Deleted: Individuals appointed to the

Deleted: Adjunct

Deleted: have the privilege o

Deleted: f

Deleted: instructing students at the graduate level

Deleted: ing

Deleted: thesis/dissertation

Deleted: a student's advisory committee

Deleted: and

Deleted: ing

Deleted: Adjunct

Deleted: Adjunct

Deleted: F

Deleted: of procedure

Deleted: form

Deleted: ,

Deleted: adjunct

Deleted: Faculty Senate

- D. Nominations that do not meet the primary criteria (as specified in 2160.2) are forwarded, along with all necessary explanatory and supporting material, to the Graduate Faculty Membership Committee, which sends approved nominations to the Dean of the Graduate School for concurring signature and recording in the list of Graduate Faculty, and reports approved nominations to the Faculty Senate. In cases of disagreement between the Dean of the Graduate School and the Graduate Faculty Membership Committee, the Faculty Senate will serve as the final arbiter. If a nomination is ultimately declined, the Graduate School will send a letter of explanation to the nominator.
- E. The Graduate School will send written notification of the action taken by the Committee or the Dean to the faculty member concerned. A copy of the notification will also be sent to the department chair and the dean who submitted the request.
- F. All documents pertaining to the nomination are kept on file in the Graduate School.
- G. At the request of the Dean of the Graduate School, a Graduate Faculty member may be required to submit a current curriculum vita or other updated information, subsequent to his/her admission to the Graduate Faculty.
- H. The Dean of the Graduate School may grant Provisional Graduate Faculty status to newly hired professorial faculty for one academic term, provided they satisfy all relevant criteria but (a) final completion of the relevant terminal degree, and/or (b) previous experience teaching and/or supervising graduate students. This Provisional status permits newly hired professorial faculty to teach appropriate graduate courses and to serve on (but not to direct) thesis or dissertation committees. Provisional status automatically expires at the end of the term for which it is granted. Departments wishing to nominate faculty for continuing regular Graduate Faculty membership should submit those nominations during the term of temporary membership.

Deleted: ,

Deleted: ing

Deleted: will be sent

Deleted: W

Deleted: is sent

Deleted: temporary

Deleted: temporary

Deleted: ,

Deleted:

Deleted: ,

Deleted: Temporary

DRAFT

Temporary Graduate Faculty may teach graduate courses for which they have been specifically approved for a period of one semester (non-renewable). They may not serve as members of thesis/dissertation committees.

The Dean of the Graduate School and/or the Graduate Membership Committee may, with the approval of Faculty Senate, establish additional criteria for membership of the Graduate Faculty.