

Graduate Faculty Status and Approval Process

Status Level	Description
Full	Full-time tenured or probationary faculty who possess a doctorate.
1	Full-time tenured or probationary faculty who have met all requirements for the doctorate with the exception of dissertation completion.
2	Adjunct or fixed term faculty who possess the doctorate.
3	All other faculty who possess a Master's degree <i>and</i> one of the following criteria: (May teach a maximum of 12 credits per year.) <ul style="list-style-type: none"> a. 45 credits beyond the Master's b. professional certification c. significant documented experience in the area of specialization

Approval Procedures

The appointment of faculty to Full, 1, 2, or 3 graduate status will be made upon recommendation of the department and approval of the college dean, and the Office of Graduate Studies.

For Graduate Faculty 1, 2, and 3, submit a Recommendation for Approval of Graduate Faculty Status form to the College Dean. The recommendation of the College Dean must be received by the Office of Graduate Studies before the course is to begin.

The Office of Graduate Studies will maintain and monitor records of all approved faculty.

The detailed description of each designation including qualifications and duties should be carefully followed by all departments when recommending faculty for approval. Special attention must be given to the Appointment Justification section of the request.