

College of Engineering Guidelines for Category III faculty Status

The following are requirements and criteria for membership on the graduate faculty for the College of Engineering.

The integrity of graduate programs rests fundamentally on the capabilities of the faculty. The policy regarding graduate faculty status is intended to ensure that student research and coursework are being directed by faculty members who are actively engaged in original scholarship and are current with respect to important developments in their discipline. Graduate faculty members chair and serve on masters and doctoral committees and act as representatives of the Academic Dean and the Graduate Dean at doctoral dissertation defenses.

Membership on the graduate faculty is granted by the Graduate Council of the university upon nomination by the Academic Dean. Specific College of Engineering requirements for graduate faculty members are supplementary to the general graduate school requirements that can be found in UNT Policy 15.1.5 “University of North Texas Policy for Graduate Faculty Members.”

Requirements/Criteria for Graduate Faculty Membership

All graduate faculty members must (a) possess a terminal academic degree, (b) have a record of scholarly and professional activity and productivity, and (c) have successfully taught graduate classes, advised graduate students, directed theses or dissertations, and served on graduate advisory committees. All professors holding tenured and tenure-track positions in the College of Engineering are expected to qualify for and to maintain membership on the graduate faculty.

Graduate Faculty status may be granted in one of three categories.

Category I graduate faculty may: teach 5000 and 6000 level courses, excluding dissertation; serve as member of Master’s Advisory Committees; serve as member of Dissertation Committees; and serve as a co-major professor with a Category II or III faculty member on a Master’s Advisory Committee (cannot chair master’s or dissertation advisory committee).¹

Criteria for Category I Membership:

Faculty in this category must possess a PhD or have appropriate experience and have taught college courses and/or had significant professional experience.¹

Category II graduate faculty may: teach 5000 and 6000 level courses; serve as member of Master’s Advisory Committees; serve as member of Dissertation Committees; serve as

¹ UNT policy 15.1.5 University of North Texas Policy for Graduate Faculty Membership

a major professor for master's degree students; serve as co-major professor with a Category III faculty member for doctoral students.¹

Criteria for Category II Membership:

Faculty in this category must meet the criteria of Category I and demonstrate evidence of scholarly, research, professional, or creative activity.¹

Category III graduate faculty may: teach 5000 and 6000 level courses; serve as member of Master's Advisory Committee; serve as member of Dissertation Committees; serve as major professor or co-major professor for master's and doctoral degree students; serve as major professor for master's theses or doctoral dissertations.¹

Criteria for Category III Membership:

1. A faculty member must hold a doctoral degree and have Assistant, Associate or full Professor status.
2. Publication requirements stress not just a faculty member's number and recency of publications, but the quality of those publications as well. Hence the scholarly work must have been published in a nationally or internationally recognized, refereed publication, which employs anonymous peer review of all submitted works. The candidate must have published, on average, a minimum of one professional publication per year, over the preceding four-year period.
3. The faculty member must have demonstrated a commitment to professional development and graduate education by actively engaging in grant activity during the preceding four-year period.
4. The faculty member must have demonstrated experience with graduate-level classes at the University of North Texas or elsewhere. In addition, the faculty member must have either served (or be serving) on at least one dissertation committee or directed at least two MS theses at the University of North Texas or elsewhere. The relevant time frame to meet the teaching requirement extends from four years prior to nomination.
5. The faculty member should also demonstrate commitment to the profession through outside experiment, active participation in professional organizations, professional service, editorships, and attendance at professional meetings.

Area of Evaluation	College Category III Criteria	Nominee's Qualifications
Degree requirement	must hold PhD	
Position requirement	Must hold the title of Assistant, Associate, or Full Professor	
Publication requirement	<ul style="list-style-type: none"> • Journals/publications must have national/international status • Journals/publications must employ anonymous peer review • At least 4 publications in most recent 4-year period 	
Grants	<ul style="list-style-type: none"> • external grant activity in most recent 4-year period 	
Teaching requirement	<ul style="list-style-type: none"> • graduate-level teaching experience • One PhD committee or two MS theses 	

B. Procedures for Nomination

Memberships in Categories I and II occur by appointment and notification, i.e., the Academic Dean, in consultation with the department, appoints members and notifies the Graduate school.

Nominations to Category III membership on the graduate faculty are made by duly constituted committees within the department. Fully documented nominations are forwarded through organizational levels for final approval by the Graduate Council. Each graduate faculty member's professional accomplishments, scholarly research, and involvement in graduate education shall be reviewed every four years, after which recommendations regarding the continuation or termination of membership will be made.

C. Modified Service and Retired Faculty

Assistant, Associate, or full Professors holding graduate faculty membership at the Category III level at the time of modified service or retirement may continue to act as advisers for their advisees in progress at the time of retirement with the approval of the College and notification to the Graduate School. For these retired faculty members to

engage in graduate teaching or advising activities not in progress at the time of retirement, approval of the departments, Dean, and Graduate School shall be required.