

# Current Criteria for Appointment to the University Graduate Faculty

<p><b>University Criteria</b></p>	<ol style="list-style-type: none"> <li>1. full-time</li> <li>2. tenured or tenure-earning faculty*</li> <li>3. possess the earned doctorate/terminal degree in the teaching discipline or a related discipline</li> </ol> <p style="text-align: center;">*Nontenure-earning faculty who otherwise fulfill the eligibility criteria may become members of the graduate faculty when the particular case, as determined by the Dean of the Graduate School, warrants.</p>				
<p><b>College Criteria</b></p>	<p><b>Brooks CH</b></p> <p>A graduate faculty member must:</p> <ol style="list-style-type: none"> <li>1. hold the minimum rank of assistant professor at the University of North Florida;</li> <li>2. hold the terminal degree, or its equivalent (meritorious clinical experience and/or scholarly activity in the specialty area may substitute for a terminal degree);</li> <li>3. be tenured or tenure earning;</li> <li>4. be involved in graduate teaching and/or research;</li> <li>5. have demonstrated clear evidence of scholarly activity; and</li> <li>6. be recommended by the faculty of the academic program, the Dean of the Brooks College of Health, and</li> </ol>	<p><b>COEHS</b></p> <p>A graduate faculty member must:</p> <ol style="list-style-type: none"> <li>1. hold the minimum rank of assistant professor at the University of North Florida;</li> <li>2. hold the terminal degree, or its equivalent, normally accepted for academic appointment in the discipline;</li> <li>3. be tenured or tenure earning;</li> <li>4. be involved in graduate teaching and/or research;</li> <li>5. have demonstrated clear evidence of scholarly activity; and</li> <li>6. be recommended by the faculty of the academic program, the Dean of the College of Education and Human Services, and approved by the Graduate Council.</li> </ol>	<p><b>CCEC</b></p> <p>A graduate faculty member must:</p> <ol style="list-style-type: none"> <li>1. hold the minimum rank of assistant professor at the University of North Florida;</li> <li>2. hold the terminal degree, or its equivalent, normally accepted for academic appointment in the discipline;</li> <li>3. be tenured or tenure earning;</li> <li>4. be involved in graduate teaching and/or research;</li> <li>5. have demonstrated clear evidence of scholarly activity; and</li> <li>6. be recommended by the faculty of the academic program, the Dean of the College of Computing, Engineering, and Construction and</li> </ol>	<p><b>COAS</b></p> <p>A graduate faculty member must:</p> <ol style="list-style-type: none"> <li>1. hold the rank of assistant or associate professor, or professor;</li> <li>2. hold the terminal degree in the appropriate discipline;</li> <li>3. be tenured or tenure-earning;</li> <li>4. be involved in graduate teaching or other supervision of graduate students (such as chairing a thesis committee);</li> <li>5. have demonstrated clear evidence of scholarly activity as defined by the department faculty and approved by the college dean; and</li> <li>6. be recommended by the chair of the department and the dean of the college, and approved by the</li> </ol>	<p><b>Coggin CB</b></p> <p>To continue as a member of the Graduate Faculty of the Coggin College of Business, a faculty member must be <b>Academically Qualified</b>. A faculty member (regardless of rank, tenure status, or full/part-time status) is AQ if s/he:</p> <ol style="list-style-type: none"> <li>1. holds a doctoral degree in the primary teaching discipline, or in a closely related discipline (original academic preparation), and</li> <li>2. has published at least two quality peer-reviewed journal articles or the equivalent (as described below in the Application Guidelines -- Faculty Academic Qualifications) in the primary teaching discipline, or in a</li> </ol>

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	<p>approved by the Graduate Council.</p> <p>In some instances where currency in practice is a primary criterion for teaching practice related graduate courses, granting of graduate faculty status may be recommended for faculty with meritorious practice experience and/or scholarly activity in the specialty, who are appointed academically at the instructor level. Courtesy appointments to Graduate Faculty may be recommended on an ad hoc basis by the academic unit to the Dean. The Dean will request approval of the Graduate Council for such appointments, prior to the appointment.</p>		<p>approved by the Graduate Council.</p> <p>Non-graduate faculty with appropriate credentials and experience may be nominated on a course by course basis to teach specific graduate courses, subject to review by the Graduate Council.</p>	<p>Graduate Council.</p>	<p>related business or academic discipline, over the preceding five calendar years (maintenance of AQ). Also, the normal expectation is that a faculty member will have periodic <i>other intellectual contributions</i> (OICs) during the preceding five years, as evidence of an ongoing and comprehensive research program.</p>
	<b>Brooks CH</b>	<b>COEHS</b>	<b>CCEC</b>	<b>COAS</b>	<b>Coggin CB</b>

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Process (See University Policy 2.0260P)

The initial appointment of faculty to graduate status, whether for current faculty new to graduate programs or faculty new to UNF, may be recommended to the Dean of the Graduate school at any time. Academic departments with graduate programs will recommend qualified faculty who are, or will be, actively involved with teaching graduate courses and/or offering direct assistance to graduate students for appointment to the graduate faculty. The Dean of the College will review each such nomination and add a recommendation. (The College Dean has the right not to forward names she/he does not judge to be appropriate.) The nomination will then be forwarded to the Dean of the Graduate School.

Each college has specific criteria for graduate faculty status which have been approved by the appropriate dean, by the Graduate Council, by the Dean of the Graduate School, and by the Vice President for Academic Affairs. Once approved, these criteria form the basis on which each college makes its recommendations to the Dean of the Graduate School and the Graduate Council for appointment to and retention of graduate faculty status. These criteria capture in ways determined by the faculty in a particular college to be appropriate to that college (1) active involvement with teaching graduate courses and/or offering direct assistance to graduate students, (2) appropriate pursuit of a scholarly agenda, and (3) instructional effectiveness in her/his graduate level courses.