

College of the Arts
Georgia State University
GRADUATE FACULTY POLICY

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Effective:	Spring 2022

The College of the Arts Graduate Faculty Policy is in compliance with the university policy as approved on 4/18/2019.

I. GENERAL CONSIDERATIONS

The Georgia State University Policy on Graduate Faculties (university policy) divides the graduate faculty into two distinct groups: Graduate Research Faculty and Graduate Professional Faculty. Currently, the College of the Arts (COTA) does not offer professional graduate programs and, accordingly, does not have a Graduate Professional Faculty. Graduate Research Faculty are actively engaged in research/creative activity in their disciplines through which they are expected to generate and disseminate knowledge. Part of this responsibility is to teach research-oriented graduate courses and direct the research/creative activity of graduate students. COTA recognizes two levels of Graduate Research Faculty: Full Graduate Research Faculty and Associate Graduate Research Faculty. Graduate Research Faculty status is held at the university level. Thus, Graduate Research Faculty status applies across colleges within the university. In conjunction with the university policy, these guidelines define the criteria and processes for the appointment of members of the Graduate Research Faculty in COTA.

The criteria for Graduate Research Faculty are outlined below and in the university policy. Standards for research/creative activity and teaching are further addressed in the COTA Promotion and Tenure Manual and the Promotion and Tenure Guidelines for the schools within COTA.

II. GRADUATE RESEARCH FACULTY

One's status as Full or Associate Graduate Research Faculty will be made upon hire and considered during the graduate faculty renewal processes. See Table 1 for additional information.

A. Full Graduate Research Faculty

1. Duties

A faculty member with Full Graduate Research Faculty membership is able to fulfill the following duties:

- teach doctoral research-oriented courses and research-oriented master's courses (as identified by the school),
- serve as chair/director, member, or reader of Ph.D. dissertation committees and chair/direct research-oriented theses.

2. Criteria

Eligibility criteria for Full Graduate Research Faculty Status are as follow:

- Requires the faculty member hold the appropriate terminal degree.
- Requires the faculty member be actively engaged in research/creative activity.
- Except in exceptional cases as noted later in this document, requires the faculty member to be tenured, hold a tenure-track appointment, or hold Emeritus status.

The primary qualitative guideline is current accomplishment in research/creative activity. The Full Graduate Research Faculty member currently contributes actively and

productively to their field, and, recognizing the complementarity of research/creative activity and teaching, is an effective teacher at the graduate level.

3. Exceptional Cases

Schools may nominate other faculty members, such as NTT faculty who hold an academic appointment contract that is in compliance with requirements established by the appropriate accrediting bodies, and whose position and assigned workload allows for involvement in graduate education programs, to be considered for Full Graduate Research Faculty status by the school Graduate Committee (1) if they hold the appropriate terminal degree or credentials in their field and (2) meet University, College and school P&T manual evidence for “current scholarly competence” and the school guidelines for Graduate Research Faculty. They must be nominated by a member of the school’s Graduate Research Faculty and then follow the Review Process as described in the university policy. These exceptions are individually reviewed by the Provost. As each recommendation is forwarded it will be accompanied by (a) information on how many full-time faculty, distributed by rank, are in the school, (b) how many faculty in the school have Full Graduate Research Faculty status, and (c) how many current members of the school’s Full Graduate Research Faculty attained that status as exceptions to the policy. They will have their status reviewed every five years.

B. Associate Graduate Research Faculty

1. Duties

Associate Graduate Research Faculty **may** participate in all graduate activities except for directing Ph.D. students (e.g., chairing Ph.D. committees). The opportunity to teach master’s level courses, serve on and direct master’s level non-thesis committees, and serve on master’s thesis committees is available to all Associate Graduate Research Faculty. These faculty may also direct thesis master’s students, teach doctoral-level research courses, and serve on dissertation committees **with the recommendation of the school director(s) and approval of the College.**

2. Criteria

- Requires the faculty member hold the appropriate terminal degree.
- Requires the faculty member to hold a regular faculty appointment or Emeritus status.

C. Faculty who are not members of the Graduate Research Faculty

- Schools may designate faculty who are not Graduate Research Faculty to teach graduate courses, which are not research-oriented doctoral courses or research-oriented master’s courses. Such designation must be in compliance with guidelines published by The Southern Association of Colleges and Schools and other discipline-specific accrediting agencies.

- In exceptional cases, schools may designate faculty who are not Graduate Research Faculty to teach research-oriented courses and to chair/direct research-oriented master's theses and projects if appropriate for the discipline and the particular student.
- A thesis or dissertation committee may include an individual who is not a member of the Graduate Research Faculty in order to include researchers and other professionals who may bring special expertise to the committee.

In all cases regarding faculty who are not members of the Graduate Research Faculty, the school director recommends these exceptions to the Dean's Office for approval.

III. REVOCATION OF GRADUATE FACULTY STATUS

Graduate faculty status may be revoked during the existing review processes based on the criteria specified in this policy and the university policy. Existing reviews coincide with promotion, post-tenure, and five-year reviews. Graduate Faculty status may also be revoked outside of the regular review processes. Specifically, the respective college Dean may revoke Graduate Faculty status for failing to meet the expectations regarding faculty-student relationships as outlined in the University Senate policy on Graduate Student-Faculty Relationships (<https://gsu.policytech.com/dotNet/documents/?docid=36&public=true>) and guided by norms of fairness and professionalism.

Table 1 Responsibilities by Graduate Faculty Type		
<u>RESPONSIBILITY</u>	<u>GRADUATE FACULTY CATEGORY</u>	
	<u>Research</u>	
	<u>Full</u>	<u>Associate</u>
Teach Master's level or skills-oriented courses	A	A
Serve on committees of Non-Thesis Master's students	A	A
Advise/Direct Non-Thesis Master's students	A	A
Serve on thesis committees of Thesis Master's students	A	A
Advise/Direct Thesis Master's students	A	O
Teach Doctoral level research courses	A	O
Serve on dissertation committees of doctoral students	A	O
Advise/Direct dissertation of doctoral students	A	NO
A = Automatic (specific assignments require approval of unit chair/director) O = Optional (requires recommendation of unit chair/director and approval of college and university) NO = Not Optional		