
12.99.99.C3.01 Designation of Graduate Faculty

Approved January 18, 2006

Revised May 18, 2009

1. TENURED/TENURE-TRACK FACULTY

1.1 Criteria

1.1.1 Only faculty members who have attained graduate faculty status at Texas A&M University-Corpus Christi may teach graduate level courses and serve on graduate committees. The minimal criteria for attaining this status are listed below; however, an individual college may supplement these criteria with those more specific to the disciplines within the college. The University requires graduate faculty members to meet the following criteria:

- Be tenured, or on tenure track
- Have a terminal degree in the faculty member's area/discipline or related field
- Be actively engaged in scholarship/creative activity as evidenced by peer-reviewed or externally validated intellectual contributions, including but not limited to publications, conference presentations, research/creative activity grants, artistic productions, performances or other forms of creative work

1.1.2 In addition to meeting the above criteria, faculty members serving as chairs of doctoral terminal degrees committees are expected to have obtained visibility and recognition within their discipline, as demonstrated by substantial or sustained funded research, recent publications at the highest levels of their discipline, and/or leadership in professional organizations at the national and/or international level.

1.2 Process

1.2.1 Faculty members whose assignments include teaching graduate courses or serving on graduate committees must attain graduate faculty status by means of the following process. The department's designated body (department chairperson or review committee) will examine the credentials of candidates for graduate faculty status and provide their endorsement to the College Dean, who reviews the list and forwards the approved list to the Graduate Council. The Graduate Council reviews the candidate's credentials and forwards the recommended list to the Graduate Dean. The Graduate Dean grants or denies graduate faculty status.

1.2.2 To maintain this designation, the faculty member must undergo successful review every five years. A graduate faculty member whose status expires may remain on a graduate student committee until the student completes his or her degree. The Graduate Dean will maintain the official directory of graduate faculty.

1.2.3 The Graduate Dean may grant graduate faculty status to new faculty members for a period not to exceed three years. In such cases, the faculty member's credentials will be reviewed by the College Dean and the Graduate Dean. To maintain graduate faculty status beyond the three year limit, the faculty member must undergo normal graduate faculty status review.

1.3 Appeal

A faculty member who is denied graduate faculty status and who wishes to appeal the decision should submit a written request to the Graduate Dean for reconsideration of the decision. The faculty member may request the support of the College Dean in the appeal. The Graduate Dean will meet with the faculty member and, if requested by the faculty member, with the College Dean. Following such discussions, the Graduate Dean will issue a written decision. If the faculty member is dissatisfied with the decision, the faculty member may appeal in writing to the Provost.

2. NON TENURED/TENURE-TRACK FACULTY

2.1 Criteria

In recognition of the need for expertise available in the external community, non-tenured/tenure-track individuals may be nominated for graduate faculty status in one of the following categories: Associate Members, Adjunct Members, or Special Appointments. Appointment to membership on the Graduate Faculty is considered an honor, serves functional purposes, and must be earned. Appointment to membership is not for the purpose of conferring recognition upon an individual. It is designed to assure competence in the directing, training, and advising of graduate students and/or in the teaching of graduate courses. Such competence is, in part, a function of experience and knowledge of operational procedure; it is also characterized by ability and motivation.

2.1.1 Associate Members

2.1.1.1 Eligibility

Any faculty or professional staff employed by Texas A&M University–Corpus Christi, who holds a terminal recognized, acceptable degree common to that person's discipline may be granted Associate Member status on the Graduate Faculty of Texas A&M University–Corpus Christi provided that the individual's appointment as an Associate Member of the Graduate Faculty will be beneficial to the department's graduate program. In addition, employees of the member institutions/agencies of the Texas A&M System, other regionally accredited institutions of higher education, and qualified staff of federal and state agencies who are willing to be actively vested in the academic rigor of the institution and engaged in the student's academic progress are eligible for Associate Member status. It is expected that a nominee for Associate Member status will be held to the same standards of scholarship as those delineated in 1.1 above.

2.1.1.2 Privileges

An Associate Member of the Graduate Faculty may teach graduate courses and serve as a member or co-chair (but not as chair) with a tenured/tenure-track member as the other co-chair of a graduate student's committee. To maintain this designation, the Associate

Graduate Faculty member must undergo the same process detailed in 1.2.2 above.

2.1.2 Adjunct Members

2.1.2.1 Eligibility

Recognized scholars who do not hold a permanent appointment to the faculty (including visiting and adjunct academic appointments) of this University, but who hold a terminal recognized, acceptable degree common to that person's discipline, may be eligible for appointment to Adjunct Member status. In addition, individuals not located in Corpus Christi and not employed by Texas A&M University–Corpus Christi may be considered for Adjunct Member status on the Graduate Faculty provided they are employed by another agency of the Texas A&M University System or are qualified staff of federal or state agencies. Such nominations should be made in those cases in which there is an apparent need, and justification can be presented by the academic department chair or program coordinator at TAMUCC.

2.1.2.2 Privileges

An Adjunct Member of the Graduate Faculty may teach graduate courses and serve as a member of a graduate student's committee. To maintain this designation, the Adjunct Graduate Faculty member must undergo the same process detailed in 1.2.2 above.

2.1.3 Special Appointment

2.1.3.1 Eligibility

There may be times when an academic department chair or program coordinator at Texas A&M University–Corpus Christi wishes to have qualified individuals serve on a student's graduate committee without being an Associate or Adjunct member of the Graduate Faculty. As such, qualified individuals from other universities, government or industry may be appointed in special cases to serve on a student's graduate committee. Persons may qualify if they have attained the requisite academic credentials, demonstrated exceptional scholarly or creative activity, professional experience or professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes.

An individual who holds Special Appointment status to the

graduate faculty and who serves on a Graduate Committee is not counted toward the minimum number of graduate faculty necessary to form the committee.

2.1.3.2 Privileges

The department chair/program coordinator should indicate if the Special Appointment status is to be limited to the one specified committee, to one specified teaching assignment, or to a fixed length of time (e.g., for one or two years).

2.2 Process

2.2.1 Associate or Adjunct

Nomination for Associate or Adjunct Member status may be initiated by the academic department chair or program coordinator at TAMUCC using the Graduate Faculty Status Form. The form is then submitted to the College Dean for approval prior to submitting the form to the Dean of Graduate Studies. The Graduate Dean is responsible for granting or denying graduate faculty status.

2.2.2 Special Appointment

Nomination for Special Appointment status may be initiated by the academic department chair or program coordinator or the College Dean at TAMUCC using the Graduate Faculty Status Form. The form is then submitted to the Graduate Dean who is responsible for granting or denying graduate faculty status.

3. SYSTEM GRADUATE FACULTY

Faculty who have already been designated as System Graduate Faculty in other institutions in the A&M System, by the Texas A&M University System, will become eligible to serve in a capacity similar to Associate members (see 2.1.1). Requests for these appointments may be initiated by the academic department chair or program coordinator or the College Dean at TAMUCC using the Graduate Faculty Status Form. The form is then submitted to the Graduate Dean. Such requests are a formality for record keeping purposes and do not require formal approval.

Contact for Interpretation: Associate Vice President for Research and Scholarly Activity and Graduate Dean