

Graduate Faculty Appointment Criteria

Department of Civil and Environmental Engineering

General Policy

The following are policy statements/criteria for membership on the graduate faculty. Faculty members are encouraged to review the University of New Orleans Faculty Handbook and the Graduate Coordinators' Handbook for additional information.

Graduate Faculty status may be granted in one of two categories: Associate Graduate Faculty Membership or Full Graduate Faculty Membership. Colleges will determine the level of participation for faculty members on policy matters and voting rights. For recommending candidates for degrees, both Full and Associate Members have voting rights.

Associate Membership

Associate members of the Graduate Faculty are recommended for terms of one, two, or three years. Associate members can serve as Chair of, or as a member of graduate thesis/dissertation committees as well as teach graduate-level courses.

Requirements for Associate Membership

- Holds academic rank at UNO at the assistant professor level or above, either full-time or adjunct. The rank of instructor may be considered for limited duties such as serving as a committee member or teaching graduate level courses.
- Meets the following respective criteria:

A. Criteria for serving as a Major Professor for Master/Doctoral Study

1. The candidate has demonstrated success in teaching college/university level courses as evidenced by course evaluations.
2. The candidate has published a minimum of six refereed publications during the immediate past six-year period. Books, book chapters, monographs, patents, web based activities, software, exhibits, performances, final reports to contractors/grantors, etc. may be considered in lieu of journal articles.
3. The candidate has been actively engaged in one or more research projects for the immediate past six-year period as evidenced by research publications or externally funded grants or contracts.
4. The candidate has demonstrated a commitment to professional development as evidenced by activities such as active participation in professional organizations, professional service,

community service, participation on grants or contracts, attendance at professional meetings.

B. Criteria for serving as a Thesis/Dissertation Committee Member

1. The candidate has demonstrated success in teaching college/university level courses.
2. The candidate has published a minimum of six refereed in professional publications for the immediate past six-year period.
3. The candidate has attended an average of one state, regional or national/international professional meeting per year for the immediate past six-year period.
4. An external committee member, who is from another College or University, will be a recognized authority in the thesis/dissertation research topic and will, as a minimum, satisfy the criteria of the internal committee members as evidenced by his/her resume
5. An external committee member, who is not from a College or University, will be a recognized authority in the thesis/dissertation research topic as evidenced by his/her resume.

C. Criteria for Teaching Graduate Level Courses

1. The candidate has demonstrated success in teaching college/university level courses.
2. The candidate has demonstrated a commitment to professional development.

Full Membership

Full members of the Graduate Faculty are recommended for six-year terms. Full members can serve as the Chair of, or as a member of graduate thesis/dissertation committees as well as teach advanced graduate-level courses.

Requirements for Full Membership

- Holds a terminal degree appropriate to the academic discipline.
- Holds an academic rank at UNO of associate or full professor, with indeterminate tenure, and is full-time.
- Meets all of the criteria for Associate Members in Part A above as well as the following:

The candidate has served on a minimum of three thesis/dissertation committees.

1. The candidate has experience teaching graduate-level courses.
2. The candidate has successfully directed a minimum of one thesis or dissertation to completion in the past two years.
3. The candidate has served on a minimum of three thesis/dissertation committees in the past six years.

Approved by the Graduate Council
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