

# **Graduate Faculty Appointment Criteria**

## **Department of Geography**

### **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.

Appointment to the Graduate Faculty will be initiated by the Department Chair. The Chair will determine whether the candidate warrants appointment, in accord with the criteria stipulated below. Approved nominations will be forwarded to the Dean's office. Disapproved nominations will be returned to the candidate with an explanation from the Chair. Candidates may appeal a decision in writing to current full members of the Geography Graduate Faculty, who then will consult with the Chair.

### **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 a terminal degree in his/her academic discipline and is employed full-time (adjunct faculty will be considered through the administrative appointment procedure).
- Holds academic rank at UNO, either adjunct or permanent.
- Presents qualifications to serve in one or more of the following capacities:

#### **A. Criteria for serving as a Major Professor for Master Study :**

The candidate has a record of regular professional activity in the form of research publications in peer-reviewed outlets—e.g., journal

articles, monographs, textbooks. This activity must include some evidence of a leadership role in the research and writing process.

**B. Criteria for serving as a Thesis Committee Member:**

The candidate has knowledge of the candidate's field of study resulting from teaching in this field, unpublished research, research that is not peer-reviewed, and/or presentation of papers at professional meetings.

**C. Criteria for Teaching Graduate Level Courses:**

The candidate has completed appropriate courses in graduate school, conducted unpublished research, conducted research that is not peer-reviewed, and/or presented papers at professional meetings.

**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 committees as well as teach advanced graduate-level courses.

**Requirements for Full Membership**

- Holds a terminal degree in his/her academic discipline.
- Holds an academic rank at U.N.O. 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:
  1. The candidate has experience teaching 4000/6000-level courses.
  2. The candidate has experience in oversight of graduate students, either as a major advisor or committee member.

Approved by the Graduate Council  
January 2002