

# **Graduate Faculty Appointment Criteria**

## **School of Naval Architecture and Marine 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.
- Can demonstrate a minimum accumulated point total of 18 by the schedule given in Table I.
- Meets the following respective criteria:

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

1. Has demonstrated success in teaching college/university level courses.
2. Has published a minimum number of articles in professional publications for 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. Has been actively engaged in research projects over the immediate past six-year period as evidenced by research publications or externally funded grants or contracts.

4. 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. Has demonstrated success in teaching college/university level courses.
2. Has published a minimum number of articles in professional publications for the immediate past six-year period.
3. Has attended a minimum number state, regional or national professional meeting over the immediate past six-year period.

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

1. Has demonstrated success in teaching college/university level courses.
2. 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 :
  1. Has served on a minimum of three thesis/dissertation committees.
  2. Has successfully directed a minimum of one thesis or dissertation to completion.
  3. Has experience teaching graduate-level courses.
  4. Can demonstrate a minimum accumulated point total of 25 by the schedule given in Table I.

**Table 1. Quantitative Requirements for Graduate Faculty Appointments**

<b>No.</b>	<b>Category</b>	<b>Description</b>	<b>Points</b>
I	Publications	<ol style="list-style-type: none"> <li>1. Books</li> <li>2. Refereed Journal Publications or book chapters</li> <li>3. Papers in refereed meeting proceedings</li> <li>4. Papers in Technical meeting proceedings</li> <li>5. Research Project Reports</li> </ol>	10 pts each 5pts each 4 pts each 3 pts each 1 point each
II	Research	<ol style="list-style-type: none"> <li>1. M.S. Student thesis</li> <li>2. Ph.D. Student Thesis</li> <li>3. Research support by contracts/grants</li> </ol>	5 pts each 10 pts each 3 pts for each \$50K research funding secured (up to 10 points.)
III	Teaching	<ol style="list-style-type: none"> <li>1. Excellence shown by student evaluations (Perfect 5 gets 5 points and prorated according college average.)</li> <li>2. Graduate Course development</li> <li>3. Graduate Course revision</li> </ol>	Up to 5 pts each  5 pts each 2 pts each
IV	Service	<ol style="list-style-type: none"> <li>1. Technical Society Officer</li> <li>2. Conference Organizer</li> <li>3. Special service describe</li> <li>4. Professional Experience</li> </ol>	2 pts each 5 points 2 pts up to 5 pts

**Based on these points:**

- a) Full graduate faculty appointment requires a total of 25 points
- b) Associate graduate faculty appointment requires a total of 18 points.

Approved by the Graduate Council  
December 2001