

## Graduate Faculty Criteria (School of Meteorology)

### Spring 2017

Any academic unit offering courses or coursework in any College awarding an undergraduate degree on the Norman campus may appoint members of the Graduate Faculty. In order to make such an appointment, the academic unit must elect a Graduate Faculty Committee made up of members of the Graduate Faculty. The Graduate Faculty Committee shall have the following responsibilities:

- A. Developing and publishing the criteria for membership on the Graduate Faculty, which are appropriate for that academic unit.
- B. Providing the Graduate Dean with the unit's criteria for membership.
- C. Providing the Graduate Dean with a list of members of the Graduate Faculty.

Faculty members may appeal to the Graduate Dean decisions of an academic unit regarding their Graduate Faculty status. Decisions of the Graduate Dean regarding Graduate Faculty status may be appealed to the Provost, whose decision will be final. The Graduate Dean, with the advice and consent of the Graduate Council, will publish procedures for the appeal of Graduate Faculty status.

**M0 Status** – May teach graduate courses

**A. Degree(s) Required:** Typically Ph. D. or at a minimum the candidate must hold an M.S. degree and have documented experience in the area relevant to the proposed instruction.

**B. Research/Creative Activities required:** Recognized scholarship in the subject matter to be taught by the Graduate Faculty member at the graduate level. Candidate is expected to meet at least one of the Scholarship Criteria listed on page 4.

**C. Other Criteria:** none

**M1 Status** – All privileges of M0 and may serve on and chair master's committees:

**A. Degree(s) Required:** Typically Ph. D. or at a minimum the candidate must hold an M.S. degree and have documented experience in the area relevant to the proposed research supervision or instruction.

**B. Research/Creative Activities required:** Recognized scholarship in the subject matter to be taught by the Graduate Faculty member at the graduate level and in the subject matter that will form the basis of the M.S. level research to be supervised by the Graduate Faculty member. Candidate is expected to meet at least two of the Scholarship Criteria listed on page 4.

**C. Other Criteria:** none

**M2 Status** – All privileges of M1 and may serve on doctoral committees:

**A. Degree(s) Required:** Ph. D. in area relevant to the proposed instruction or research supervision.

**B. Research/Creative Activities required:** Recognized scholarship in the subject matter to be taught by the Graduate Faculty member at the graduate level and in the subject matter that will form the basis of the M.S. or Ph.D. level research to be supervised by the Graduate Faculty

member. Candidate is expected to meet at least three of the Scholarship Criteria listed on page 4.

**C. Other Criteria:** none

**M3 Status** – All privileges of M2 and may chair doctoral committees

**A. Degree(s) Required:** Ph. D. in area relevant to the proposed instruction or research supervision.

**B. Research/Creative Activities required:** Recognized scholarship in the subject matter to be taught by the Graduate Faculty member at the graduate level and in the subject matter that will form the basis of the M.S. or Ph.D. level research to be supervised by the Graduate Faculty member. Candidate is expected to meet at least three of the Scholarship Criteria listed on page 4.

**C. Other Criteria:** none

**Special Membership (SM Status)** - This status shall be assigned to persons whose participation in the graduate programs is recommended by their department(s) and whose appointment must be approved by the Dean of the Graduate College. This status can be accorded to individuals within or outside the University. Within the School of Meteorology, the level of privileges granted to special members and the term of their graduate faculty appointments depends on whether or not the graduate faculty candidate holds an Adjunct/Affiliate Faculty appointment within the school.

- I. Candidates without Adjunct/Affiliate Faculty appointments may be appointed to teach individual graduate level courses or to serve on individual student committees, but cannot chair student committees and the duration of the appointments are typically decided based on the length of the individual assignments. The different levels of privileges granted can be described as:
  - a. An individual may be appointed as Special Member to the graduate faculty to teach a graduate course in which the individual has recognized expertise. The length of the appointment is individually decided based on the teaching assignment. The academic degrees and research/creative activities of the individual must meet the graduate faculty criteria at the M0 level outlined above.
  - b. An individual may be appointed as Special Member to the graduate faculty to serve on a M.S. committee if the individual has recognized expertise in the student's research area. The length of the appointment is individually decided based on the expected committee duration. The Special Member cannot serve as chair of the M.S. committee. The academic degrees and research/creative activities of the individual must meet the graduate faculty criteria at the M1 level outlined above.
  - c. An individual may be appointed as Special Member to the graduate faculty to serve on a Ph.D. committee if the individual has recognized expertise in the student's research area. The length of the appointment is individually decided based on the expected committee duration. The Special Member cannot serve as chair or outside member of the Ph.D. committee. The academic degrees and research/creative activities of the individual must meet the graduate faculty criteria at the M2 level outlined above.

- II. Candidates with Adjunct/Affiliate Faculty appointments in the School of Meteorology may be appointed for a 5-y term to teach individual graduate level courses, to serve on individual student committees, and to chair student committees. The different levels of privileges granted can be described as:
- a. An individual who is an Adjunct or Affiliate Faculty member in the School of Meteorology may be appointed as Special Member to the graduate faculty to serve on and chair M.S. committees and to serve on and co-chair Ph.D. committees. These appointments are for a 5-y term on the graduate faculty. The Special Members cannot serve as outside members of Ph.D. committees. The Special Members count towards the majority rule of the Graduate College but Regular Faculty members cannot be in the minority on any M.S. or Ph.D. Committee in the School of Meteorology. The academic degrees and research/creative activities of the individual must meet the graduate faculty criteria at the M2 level outlined above.
  - b. An individual who is an Adjunct or Affiliate Faculty member in the School of Meteorology may be appointed as Special Member to the graduate faculty to serve on and chair M.S. committees and to serve on and chair Ph.D. committees. These appointments are for a 5-y term on the graduate faculty. The Special Members cannot serve as outside members of Ph.D. committees. The Special Members count towards the majority rule of the Graduate College but Regular Faculty members cannot be in the minority on any M.S. or Ph.D. Committee in the School of Meteorology. The School also strongly encourages that a Regular Faculty member of the School serve as co-chair of any Ph.D. Committees chaired by a Special Member. The academic degrees and research/creative activities of the individual must meet the graduate faculty criteria at the M3 level outlined above, and the candidate must be selected by a vote within the School's Graduate Studies Committee after considering the past performance of the candidate on M.S. and Ph.D. committees followed by an affirmative vote of 2/3rds of the School's Regular Faculty. The vote by the Regular Faculty is taken at a faculty meeting using a double-blind ballot.

At the expiration of the appointment period, a Special Member may be reappointed with the recommendation and approval of the Dean of the Graduate College.

### **Retention Criteria**

The performance of Special Members to the Graduate Faculty is monitored by School's Graduate Program (including the Academic Coordinator, Graduate Studies Committee, the Graduate Liaison, faculty serving on graduate committees). Should problems arise or appear to be developing in their mentoring role, Graduate Faculty members will be notified by the Graduate Studies Committee or the Director on the Committee's behalf. These problems may include, but not limited to: quality of the mentoring, insufficient knowledge of policies, slow progress of students, consistent lack of students publishing in refereed journals, failure to include the School as their secondary affiliation in relevant publications, marginal quality of the M.S. theses or Ph.D. dissertations. The School will work with Special Members to improve performance, but we note that the Graduate College and/or the School has the right to terminate appointments at any time should problems arise.

Adjunct and Affiliate Faculty members seeking to renew their Graduate Faculty appointments must detail their past performance including teaching, service, papers co-authored with graduate students, papers where the School is included as their secondary affiliation, service on graduate committees, committees chaired, and other contributions to the School, College and University. Renewals of these appointments are subject to a 2/3rds affirmative vote of the eligible regular Faculty.

**Other Criteria:** When Adjunct and Affiliate faculty members retire or leave their position from the University of Oklahoma or their National Weather Center unit, their Graduate College Privileges will be determined in a manner analogous to the treatment of Regular Faculty who retire or leave the University.

### **Scholarship Criteria**

The candidate's record should show evidence of sustained (over last 5 years) scholarship within the following categories:

1. Publication of articles in peer-reviewed journals
2. Publications of scholarly books, monographs, reports or review articles
3. Invited presentations at national and/or international conferences, workshops, or academic or research institutions
4. Research related service such as being a member on editorial boards, or serving on committees at the national and/or international level, or leading community research activities
5. Receipt of grants or contracts for research support
6. Designed and implemented a graduate-level course at OU or other Universities, or demonstrated his/her qualifications for graduate-level instruction as teaching assistant or through preparation of instructional materials used in graduate level courses.

In addition, graduate faculty membership of those graduate faculty members who have already directed graduate students will be based on the candidate's previous performance as M.S. or Ph.D. committee chair.