



**Engineering Leadership and Management (ELM)
Graduate Faculty Membership Criteria
11.18.2024**

The following criteria are to be used to determine the eligibility of graduate faculty members to teach graduate courses and to serve as committee members for MS capstone committees in the Engineering Leadership and Management (ELM) program. The Graduate Faculty Committee consists of a committee of invited faculty within the program of Engineering Leadership and Management (ELM) and faculty teaching in OU Online graduate programs, led by the Graduate Liaison.

A. Academic Background and Type of Appointment

To be appointed as a member of the ELM graduate faculty, the faculty member in most cases must have earned a doctoral degree in a field appropriate to the education mission of the Engineering Leadership and Management program. ELM faculty members with tenured, tenure track, and ranked renewable term appointments are normally recommended for Regular Member (RM0-RM3) graduate faculty membership on their qualifications and experience. The specific level of appointment (RM0-RM3) will be determined by the ELM Graduate Committee based on the criteria outlined in Section C. Faculty with a full-time tenured or tenure track appointment in another unit at the Norman and Health Science Center campuses can request a courtesy Special Member (SM) appointment as ELM graduate faculty. Granting of courtesy status to members of other units will be determined by vote of the ELM Graduate Committee.

B. Types of Graduate Faculty Appointments

Regular Member (RM0-RM3) Appointments

Regular members of the program faculty have privileges according to their appointment level as defined in Section C.

Special Member (SM) Appointments

Special Member appointments may be granted to:

1. Part-time or adjunct faculty
2. Faculty members from other units
3. Industry professionals meeting tested experience criteria
4. Visiting faculty

Special Members typically have limited privileges as specified in their appointment letter, such as:

1. Teaching specific graduate courses
2. Serving on specific master's committees
3. Co-chairing capstone committees with an RM3 member



C. Qualifications for Specific Duties and Responsibilities

Regular members of the program faculty must meet the following qualifications and will have the associated privileges based on their appointment level:

RM0:

- **Qualifications:**
 - Must hold a doctoral degree in a relevant field to Engineering Leadership and Management.
 - Demonstrated potential for effective teaching at the graduate level.
- **Privileges:**
 - May teach graduate-level classes.

RM1:

- **Qualifications:**
 - All qualifications of RM0.
 - At least one year of successful teaching experience at the graduate level.
 - Evidence of ongoing professional development in teaching or subject matter expertise.
- **Privileges:**
 - All privileges of RM0.
 - May serve on master's degree committees.

RM2:

- **Qualifications:**
 - All qualifications of RM1.
 - Demonstrated scholarly activity within the last five years, such as:
 - At least one peer-reviewed publication.
 - Presentations at national or international conferences.
 - Participation in funded research projects.
 - Experience in mentoring or advising graduate students.
- **Privileges:**
 - All privileges of RM1.
 - May chair non-thesis master's committees and capstone projects.

RM3:

- **Qualifications:**
 - All qualifications of RM2.
 - Significant scholarly contributions within the last five years, such as:
 - Multiple peer-reviewed publications.
 - Leadership roles in funded research projects.
 - Recognition in the field through awards or honors.
 - Proven track record of successfully mentoring graduate students through to degree completion.



- **Privileges:**
 - All privileges of RM2.
 - May chair master's thesis committees.

D. Tested Experience Criteria

Faculty without a doctoral degree may be considered for RM0-RM3 or SM graduate faculty membership based on tested experience. Such experience must demonstrate substantial professional accomplishment in the field of Engineering Leadership and Management, equivalent to the scholarly activities expected at each RM level.

- **For RM0:**
 - Minimum of a master's degree in a relevant field.
 - At least five years of professional experience with demonstrated expertise.
- **For RM1:**
 - All qualifications of RM0.
 - Evidence of effective teaching or training experience in professional settings.
 - Participation in professional development activities related to teaching.
- **For RM2:**
 - All qualifications of RM1.
 - Demonstrated professional accomplishments equivalent to scholarly activity, such as:
 - Leading significant industry projects.
 - Authoring industry white papers or technical reports.
 - Presenting at industry conferences or workshops.
- **For RM3:**
 - All qualifications of RM2.
 - Significant professional contributions, such as:
 - Holding senior leadership positions.
 - Receiving industry awards or recognition.
 - Mentoring professionals who have achieved notable success.

E. Duration of Appointments

All regular (RM0-RM3) appointments shall be for a maximum of five years. Special member appointments shall be for a maximum of two years. Appointments for durations shorter than these terms may be recommended by the ELM Graduate Committee.

F. Performance Expectations and Review

The performance of members of the graduate faculty is monitored by the ELM Graduate Committee, including the Graduate Liaison and the Student Services Assistant, with input from other faculty serving on master's committees. Should problems arise or appear to be



developing in their mentoring or teaching role, graduate faculty members will be notified by the Director on the Committee's behalf after consultation. These problems may include, but are not limited to:

- Consistently poor teaching evaluations in graduate courses
- Problems with quality of mentoring
- Insufficient knowledge of policies
- Slow progress of students
- Marginal quality of capstone projects

The program of ELM will work with and offer advice to graduate faculty to improve performance and reserves the right to recommend termination of appointments or reduction in graduate faculty status at any time should problems persist, or significant problems arise.

G. Important Graduate Council Policies

If a member is to be lowered in status, that member should be given a one-year probationary extension in their status, and that member should be advised in writing of the activities required for removal of the probationary status. A member may waive the probationary extension if they so desire.

Approved by graduate dean, November 18, 2024.