

# 1.3 Graduate Faculty

- A. [Graduate Faculty](#)
- B. [Affiliate Graduate Faculty](#)
- C. [Affiliate Graduate Teaching Faculty](#)
- D. [External members and technical consultants](#)
- E. [Responsibilities of Graduate Faculty](#)
- F. [Application for Graduate Faculty and Affiliate Graduate Faculty status](#)
- G. [Removal of Graduate Faculty/Affiliate Graduate Faculty Members](#)

Faculty participation in graduate education is a critical element of university life. The engagement with students as advisors and mentors plays a critical role in developing future researchers and instilling in them the qualities required for degree completion. Membership in the graduate faculty is a privilege.

## A. Graduate Faculty

- All full-time tenured and tenure-earning faculty will be granted Graduate Faculty status based on a majority vote of a department's graduate faculty at the time of hire. Emeritus faculty and those on phased retirement retain their Graduate Faculty status.
- Full-time faculty in non-tenure positions (e.g., clinical, extension, practicum, research, teaching, professor of practice, and federal contractual employees, such as USDA, DOI, U.S. Forest Service) may be granted Graduate Faculty status upon a majority vote of the graduate faculty in the department/program in which they are employed.
- Interinstitutional faculty members with graduate faculty status at their home institution are considered to have Graduate Faculty status at NC State.
- Well-qualified staff members (e.g., those having a relevant terminal degree) may also be granted Graduate Faculty status upon the majority vote of the graduate faculty in a specific department/program.
- Graduate faculty at another UNC institution who are in a joint department/program with one at NC State are considered graduate faculty at NC State.
- If a chair of an advisory committee leaves NC State for another position, s/he may continue as chair for one more year. After that period, s/he can only co-chair with another member of the Graduate Faculty in the relevant program.

## B. Affiliate Graduate Faculty

- All non-tenure-line faculty who are on temporary appointments or are not paid by the university and who are expected to serve on master's or doctoral advisory committees and/or teach graduate courses will be granted Affiliate Graduate Faculty status by departmental vote (see Section E). Such faculty include those who are adjunct and/or visiting. Faculty at other universities or others seeking Affiliate Graduate Faculty status require a majority vote of approval by the graduate faculty in the department/program they are to be affiliated with.

## C. Affiliate Graduate Teaching Faculty

- Those hired to teach a specific graduate course(s) with no expectation of serving on graduate committees should be appointed as Affiliate Graduate Teaching Faculty.

#### **D. External members and technical consultants**

- Affiliate Graduate Faculty status is not required for the participation of external members of committees, technical consultants, or interinstitutional members (see 3.2 Advisory Committees for definitions and credentials of these roles).

#### **E. Responsibilities of Graduate Faculty**

The responsibilities associated with membership in the Graduate Faculty include:

- teaching courses at the graduate level (i.e., courses at the 500-800 levels)
- participating as a chair, co-chair, or member of master's and doctoral advisory committees
- serving as Graduate School Representative when requested by the Graduate School

The roles associated with membership in the Graduate Affiliate Faculty include:

- teaching courses at the graduate level (i.e., courses at the 500-800 levels) participating as a member of advisory committees

The role associated with membership in the Affiliate Graduate Teaching Faculty consists of:

- teaching courses at the graduate level (i.e., courses at the 500-800 levels)

#### **F. Application for Graduate Faculty and Affiliate Graduate Faculty status**

- Because new tenured or tenure-track faculty become members of the graduate faculty at the time of hire, there is no separate application process for membership in the Graduate Faculty. To ensure that Graduate Faculty status is granted, the Graduate Faculty Nomination form must be submitted to the Graduate School for processing.
- Before members of the Graduate Faculty can chair a thesis or dissertation committee in another department/program, however, their role must be approved by that department's/program's DGP. To ensure that Graduate Faculty status for the additional program is granted, the Graduate Faculty Nomination form must be submitted to the Graduate School for processing.
- For non-tenure-line faculty seeking any affiliate graduate faculty status, the department head or DGP forwards the Affiliate Graduate Nomination Form along with a current CV to the Graduate School. As part of that process, members of the Graduate Faculty of the appropriate department/program vote and those results must be included on the Affiliate Graduate Faculty Nomination Form.

#### **G. Removal of Graduate Faculty/Affiliate Graduate Faculty Members**

- Members of the Graduate Faculty may be removed based on the failure to carry out the responsibilities (see Section D) or for other good cause. The initial hiring department must vote on this recommendation and consult with the college dean, and if it is decided that a faculty member should be removed from the Graduate Faculty, the head or DGP (in the case of non-departmental programs) makes this recommendation in the form of a memo to the Dean of the Graduate School. The memo should include the vote of the members of the department's/program's Graduate Faculty. The Dean of the Graduate School is then authorized to remove the person from the Graduate Faculty.

- If the member has Graduate Faculty status in more than one department/program, this status may be removed from an individual program by that program's DGP. The DGP must send a memo notifying the Dean of the Graduate School of this action.

DRAFT