

Georgia State University College of Education and Human Development Policy on Graduate Professional Faculty Membership

These guidelines describe the professional activities, criteria, and procedures for the appointment of Graduate Professional Faculty in the Georgia State University, College of Education and Human Development (CEHD).

CEHD may designate non-members of the Graduate Professional Faculty to teach non-research-oriented graduate courses in the professional doctorate programs. Such designations must be in compliance with guidelines published by Southern Association of Colleges and Schools and other discipline specific accrediting agencies.

Professional Activities

A faculty member must hold Graduate Professional Faculty membership to perform the following activities:

1. Teach doctoral courses in professional doctorate programs other than research-oriented courses as identified by the academic unit
2. Serve as chair/director, member, or reader of dissertations/capstone committees for professional doctorates and chair/direct applied master theses. Please note that membership of the dissertation/capstone committee and master's thesis must include at least one member of the Graduate Research Faculty.

*Graduate Professional Faculty members may chair dissertation committees of no more than 6 doctoral candidates at one time. The Office of Academic Assistance and Graduate Admissions will distribute a copy of all prospectus and dissertation announcements to the faculty.

Criteria for Membership

A member of the Graduate Professional Faculty must meet the following criteria:

1. Hold the appropriate terminal degree in their field;
2. Hold an academic appointment contract that is in compliance with requirements established by the appropriate accrediting body;
3. Be an active contributor to the profession as demonstrated by at least five activities/artifacts since the last review, with at least three categories represented from the following list:
 - A. Publications in refereed or peer-reviewed chapters, journals, books, monographs, or funded research grants; publications in refereed or peer-reviewed practitioner journals, proceedings or abstracts; current publications through other avenues of dissemination which have professionally acknowledged standards (e.g. development of items such as assessment instruments, software, or training modules which are adopted or endorsed by a professional organization or education agency or juried shows)

- B. Leadership positions with national/international professional organizations (e.g. executive board; chair of conference)
 - C. Editorship or Editorial Review Board
 - D. Principal Investigator/Co-Principal Investigator on Externally or Internally funded grants
 - E. Scholarly work in Schools
 - F. Scholarly presentations
4. Be an effective teacher at the graduate level. Evidence of graduate teaching effectiveness must include graduate-level Student Evaluation of Instructor forms since last appointment. Evidence may also include teaching awards, chair or peer evaluations, successful instructional innovation grants, listings of student publications and/or accomplishments, guidance of graduate students' research projects, innovations in course design or delivery, publications in the area of pedagogy, or other quantitative evidence as determined by the department.

Graduate teaching effectiveness also includes involvement in the guidance of graduate students' projects.

Appointment Process

The faculty member initiates a request for appointment to the Graduate Professional Faculty. A designated department committee of graduate faculty members will make recommendations for appointment to the Graduate Faculty. The departmental committee's recommendation will be sent to the College of Education and Human Development Committee on Research and Scholarship for review and consideration in consultation with the Associate Dean for Graduate Studies and Research. College recommendations will be sent to the Dean for review who will then forward the College's recommendations to the Provost and Vice President for Academic Affairs for final approval of appointments and reappointments to the Graduate Professional Faculty.

Appointments to the Graduate Professional Faculty are renewable for terms of five years. For each faculty member who requests appointment to the Graduate Professional Faculty, the department committee will send the following information to the College of Education and Human Development Committee on Research and Scholarship: the faculty member's current vita, evidence of his or her graduate teaching effectiveness, and the recommendation of the department committee.

Appeals

Appeals of negative recommendations by departments or the Committee on Research and Scholarship may be made to the Dean. In reviewing the appeal, the Dean may gather additional information pertaining to the appeal from the candidate, the department, the departmental chair, the Committee on Research and Scholarship, and other appropriate individuals inside the University. The Dean shall provide the candidate and with a written decision, including a statement of the bases upon which the appeal is supported or rejected, within one month of the negative recommendation being appealed.

Developed by the Ad Hoc Committee for Graduate Professional Faculty, March-April, 2013: Nermin Bayazit, Jami Berry, Terry Fisher, Amy Seely Flint, David Houchins, Kelly Laushey, and Brenda Pitts.

Approved by the College of Education and Human Development Committee on Research and Scholarship: May 3, 2013

Amended by the College of Education and Human Development Committee on Research and Scholarship: April 22, 2015.
Adopted by the College of Education and Human Development Faculty: April 24, 2015

Amended July 1, 2015 College Name Change

Approved by the Senate Committee on Academic Programs: October 20, 2015