

UK
UNIVERSITY OF
KENTUCKY
The Graduate School

November 19, 2007

Kaveh Tagavi
Senate Council
201 Main Bldg.
CAMPUS 0032

Gillis Building
Lexington, KY 40506-0033

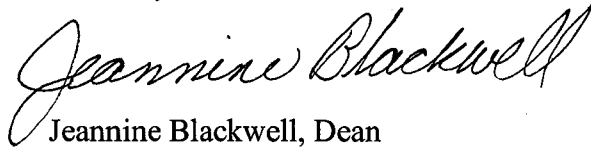
859 257-4613
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www.research.uky.edu/gs

Dear Dr. Tagavi,

I am transmitting to you a revised, clean version of the proposal to make changes in the procedures of appointment to Graduate Faculty. This revised version was affirmed by Graduate Council on November 8, 2007. A brief description of the changes follows in the cover memo, there is a clean copy, and a version with changes tracked.

Sincerely Yours,



Jeannine Blackwell, Dean
The Graduate School

Cc: Sheila Brothers

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blue.



The Graduate School
Ezra Gillis Bldg
Lexington KY 40506-0033
Fax: (859) 323-1928
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TO: Graduate Council

FROM: Jeannine Blackwell

A handwritten signature in blue ink that reads 'Jeannine Blackwell'. The signature is written in a cursive, flowing style.

RE: Proposed Change in Appointments to Graduate Faculty

DATE: October 15, 2007

On October 20, 2005, Graduate Council approved a proposal to change the method of appointment of Graduate Faculty. This proposal has been considered at several stages by Senate Council and by the Senate Committee on Academic Organization and Structure. Because of the many suggestions and changes, I asked to take the proposal back to Graduate Council for final revisions and acceptance before we put this forward for formal consideration for the University Senate Agenda.

Attached you will find two versions of the proposed changes. This proposal incorporates suggestions and criticisms from both the Senate Council and the Senate Committee. The first version is with “tracking”, showing all changes made to the original document (from the Graduate Bulletin, p. 14-15). The second is the changed document without changes shown. This one is for ease in reading.

I ask that you read through these changes and be prepared to discuss and vote on the proposal at our next Council meeting.

The principal changes are:

- Possibility of appointment of tenured and tenure track faculty from other universities as Associate members for 3-year terms, if they hold the terminal degree and are research active
- Appointment to Full Graduate Faculty status on the award of tenure at UK in the Regular Title Series
- Clarification of primary and secondary appointments
- Method by which full Graduate Faculty status may be changed

The rationale behind these changes is:

- To streamline process and reduce paperwork
- To encourage collaboration with other universities
- To acknowledge that the award of tenure in the regular title series is a measure of ability to serve as full graduate faculty
- To facilitate interdisciplinary work for graduate faculty and students

Thank you for considering this revised proposal.

Graduate Bulletin Spring 2007, 14-15

THE GRADUATE FACULTY

The Graduate Faculty consists of the Dean of the Graduate School, Associate Deans of the Graduate School, and Full and Associate Graduate Faculty Members. As the chief University agency for the promotion of the ideals of graduate study, it determines the policies of the Graduate School and makes recommendations to the University Senate and to the President, or to other administrative officials as appropriate. All rules affecting graduate work and the inauguration of new graduate programs must be approved by the Graduate Faculty. Any proposed change in the rules of the Graduate Faculty must be included in the agenda of its meeting and circulated to the Graduate Faculty at least 10 days prior to the meeting at which it is to be considered.

A. Qualifications for membership

Any faculty member whose assignment includes a research component, and who is in a faculty title series appointment, is eligible for consideration for membership on the Graduate Faculty. Eligibility qualifications for Associate and Full members are as follows:

- The ~~doctor's~~ degree or its equivalent in scholarly reputation.
- The rank of assistant professor (or equivalent) or higher.
- Scholarly maturity and professional productivity as demonstrated by publications, editorial services, research surveys, creative work or patents, and research in progress at the time of appointment.
- Demonstrated participation in graduate teaching and research in the program.

Appointment of members from another university is restricted to individuals in tenurable faculty positions at those institutions who hold the terminal degree in the field and are engaged in research activities.

On recommendation of the Director of Graduate Studies and with the approval of the Dean of the Graduate School, persons who do not hold academic appointment in the University, but who have demonstrated an interest in collaborative participation in its graduate programs, may be appointed as Graduate Faculty members at the appropriate level.

B. Appointment of Members of the Graduate Faculty

The Dean of the Graduate School may confer membership in the Graduate Faculty, to persons proposed for membership by the college deans, department chairpersons, and

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Replace "doctor's" with "doctoral".

Phrase will read, "The doctoral degree or equivalent...."

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directors of graduate study, upon the recommendation of the graduate faculty of the respective graduate program (Gov. Regs. VII.A.3 (a)).

Faculty may be appointed in multiple programs, with primary and secondary appointments.

1. Associate Members

Associate membership by University is limited to a term of six years with reappointment possible after review by the graduate program faculty and the Dean of the Graduate School. Associate membership for those from other universities is limited to a renewable three-year term.

Deleted: The Dean of the Graduate School is responsible for appointing and monitoring the progress of Associate Members of the Graduate Faculty. Associate members are authorized to teach graduate courses, direct master's theses, and serve on and co-chair doctoral committees.

2. Full members

Appointment to Full Graduate Faculty membership is made by the Dean of the Graduate School after consultation with the Graduate Council when appropriate.

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Appointment to full membership is made in one of four ways:

Deleted: There is no category for at-large graduate faculty membership.

a. Full membership in the primary appointment is granted at the time a University of Kentucky faculty member receives tenure in the Regular Title Series, for those whose primary graduate program appointment is in the tenure-granting department and who holds a terminal degree in the field. If the graduate faculty of a program has voted to enforce further stipulations beyond these requirements for full membership, these stipulations must be reported to both the Dean of the Graduate School and the Graduate Council.

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b. Full membership is may be granted to tenured members of the faculty title series on the recommendation of the program's graduate faculty, the department chairperson and dean.

c. Full membership in a graduate program may be granted to tenured faculty members with terminal degrees in other graduate programs and to tenured faculty members in educational units which do not grant graduate degrees. This is done by majority vote of the graduate faculty in the program, forwarded to the Dean of the Graduate School.

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d. In unique instances, an advanced assistant professor may be nominated by his or her chairperson for full membership in the Graduate Faculty, on the recommendation of the graduate faculty of the program. To be considered for this status by Graduate Council, a nominee must meet the following criteria:

- a minimum of 2 years of employment at UK
- Demonstration of the appropriate level of scholarly research and productivity and important contributions to the graduate program, including graduate teaching.

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Replace "unique" with "exceptional".

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C. Change in Membership Status

Phrase will read, "In exceptional circumstances...."

Once Full graduate faculty status is attained, membership is continuous unless either specific provision otherwise was made at the time of the original appointment or a change in status is recommended by a majority vote of the graduate faculty of the program. The Dean of the Graduate School seeks advisement from Graduate Council on the decision to change status. The Dean of the Graduate School may also change the status of a member of graduate faculty for cause.

D. Responsibilities of Members of the Graduate Faculty

Associate members are authorized to teach graduate courses, direct master's theses, serve on and chair master's committees and serve on and co-chair doctoral committees.

Full members of the Graduate Faculty are particularly responsible for guidance of graduate student research and study to its completion. The finished work should meet or exceed accepted standards for publication, dissemination or performance within the particular discipline. Full members participate in the formulation of graduate curricula and policy.

Administrative officers assigning teaching and other duties to members of the Graduate Faculty who are taking an active part in the graduate program (i.e., are heavily engaged in directing theses and dissertations, carrying on productive research, etc.) should make appropriate reduction in the duties required of such faculty members.

E. Auxiliary Graduate Faculty Status

On recommendation of the Director of Graduate Studies and with the approval of the Dean of the Graduate School, persons who have performed an advisory role may be appointed as Auxiliary Graduate Faculty Members for specific student committees. They should hold the terminal academic degree in the field and possess a record of research or creative experience that would warrant their inclusion on advisory committees to assist graduate students in conducting research. Auxiliary Graduate Faculty may serve only as nonvoting members of the advisory committee.

Insert "or master's".

Phrase will read, "...members of the advisory or master's committee

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¶
• An associate member of Graduate Faculty who is an assistant professor may be put forward for full membership by the individual's department chairperson or Director of Graduate Studies (as appropriate) after a minimum of 2 years of employment at UK. ¶
¶

• The individual must show the appropriate level of scholarly research and productivity and important contributions to the department's graduate program, including graduate teaching. ¶
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After review by the Dean of the Graduate School, appropriate cases will be placed on the Consent Agenda of the Graduate Council for approval. Atypical cases may either be turned down by the Dean or brought to the Graduate Council for full discus... [1]

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On recommendation of the Director of Graduate Studies and with the approval of the Dean of the Graduate School, persons who normally do not hold academic appointment in... [2]

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TEACHING AT THE GRADUATE LEVEL ¶
Courses intended for graduate studies at the University must be taught by faculty members wh... [3]

F. Primary and Secondary memberships

Generally, primary appointments to graduate faculty are in the discipline and department of the program. The Dean will often approve faculty members in related disciplines for primary membership.

Programs may consider the appointment of faculty title series members from other programs and departments to serve on their graduate faculties in a secondary appointment. On the recommendation of the graduate faculty and the nomination of the chair and approval of the dean, the Dean of the Graduate School may appoint this faculty member as a full or associate level member as requested by the program.

Secondary members of a program have the same rights and responsibilities as primary members unless these are specified or curtailed by a decision of the primary graduate faculty. The graduate faculty may set stipulations for the continuation of a secondary Associate membership.

In unique instances, an advanced assistant professor may be nominated by his or her chairperson for full membership in the Graduate Faculty. To be considered for this status by Graduate Council, a nominee must meet the following recently-adopted criteria:

- An associate member of Graduate Faculty who is an assistant professor may be put forward for full membership by the individual's department chairperson or Director of Graduate Studies (as appropriate) after a minimum of 2 years of employment at UK.
- The individual must show the appropriate level of scholarly research and productivity and important contributions to the department's graduate program, including graduate teaching.

After review by the Dean of the Graduate School, appropriate cases will be placed on the Consent Agenda of the Graduate Council for approval. Atypical cases may either be turned down by the Dean or brought to the Graduate Council for full discussion. Once Full Graduate Faculty status is attained, membership is continuous unless a change in status is recommended by a graduate program to the Dean of the Graduate School, who will present the recommendation to the Graduate Council.

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Graduate School

October 15, 2007 10:59:00 AM

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Graduate School

October 15, 2007 11:14:00 AM

TEACHING AT THE GRADUATE LEVEL

Courses intended for graduate studies at the University must be taught by faculty members who have the terminal degree in the discipline or a closely related discipline. These courses are designated by the numbers 400G - 799. The terminal degree in most cases is the doctorate. Ideally, these courses should be taught by Graduate Faculty members. If a program needs to assign a person without a terminal degree to teach a graduate level course, they must first petition the Dean of the Graduate School, explaining the unique circumstances and qualifications supporting this assignment. A copy of the diploma or transcript of each faculty member must be kept in the personnel file.

Courses that have both undergraduate and graduates in the courses are usually designated as 400G or 500 level courses. In all courses with a mixed student population, there must be a clear differentiation in the syllabus of differing course requirements and grading criteria for graduate students and undergraduates. Copies of these syllabi must be retained by the College.

Graduate Bulletin Spring 2007, 14-15

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Proposal to Change Method of Appointment to Graduate Faculty

Timeline

October 20, 2005: Approved by the Graduate Council (GC)

January 30, 2006: Sent by GC to Senate Council (SC)

February 2, 2006: Sent to Academic Organization and Structure Committee

March 2, 2006: Positive recommendation received from AO&S Committee

March 27, 2006: Proposal Reviewed by SC; SC voted to send proposal back to AO&S

(Due to summer months, proposal held and submitted to cmte in fall 07.)

September 26, 2006: Proposal sent back to AO&S Cmte with suggested changes from 3/27/06 SC mtg

October 27, 2006: Proposal received from AO&S Committee with positive recommendation

October 27, 2006: Proposal sent to GC for approval of edits

August 13, 2007: Proposal received from GC

September 17, 2007: Proposal reviewed by SC and returned to GC

November 20, 2007: Proposal received from GC