

## **GRADUATE FACULTY IN THE RUSS COLLEGE OF ENGINEERING AND TECHNOLOGY GUIDELINES**

Appointment to the Russ College Graduate Faculty is achieved through recommendation by the faculty member's department chair followed by review and approval by the Dean's Office in coordination with the Graduate Studies and Research Committee.

Graduate Faculty members are eligible to

- Serve on M.S. committees and be the major thesis advisor
- Serve on Ph.D. committees and be the major dissertation advisor

Associate Graduate Faculty members are eligible to

- Serve on M.S. committees
- Serve on Ph.D. committees.

### **CRITERIA**

Criteria for Graduate Faculty and Associate Graduate Faculty are detailed below. Supporting documentation is to be supplied with the nomination as indicated in the requirements. All requirements must be met for a faculty member to be considered for the Graduate Faculty or Associate Graduate Faculty status, except where otherwise stated.

### **Graduate Faculty Status Requirements**

To serve as a Graduate Faculty member in the Russ College of Engineering and Technology, an individual shall

1. Hold a Ph.D. in an appropriate engineering field or a related area
2. Hold Group I or Group IV faculty status at Ohio University
3. Have taught at least one year of advanced undergraduate or graduate level courses within the five (5) years prior to the nomination date (supporting documentation required)
4. Have demonstrated currency in his or her field of specialization through the publication of at least five (5) technical/professional journal or refereed conference papers, textbook(s), or monograph(s); OR, have served as Principle Investigator or Co-Principle Investigator on externally funded research activities. The publication or external research requirements must have been accomplished within the five (5) years prior to the nomination date (supporting documentation required).

Requirements 3 and 4 may be waived during the probationary period of newly hired faculty.

Upon early retirement, retirement, or resignation from Ohio University, a Graduate Faculty member serving as the major thesis or dissertation advisor for one or more students may retain his or her status for up to two (2) years after his or her change in employment status. If the individual has no advisees, he or she may apply for Associate Graduate Faculty status upon change in employment status.

## **Associate Graduate Faculty Status Requirements**

To serve as an Associate Graduate Faculty member in the Russ College of Engineering and Technology, an individual shall

1. Hold a Ph.D. or special qualifications in an appropriate engineering field or a related area
2. Have demonstrated currency in his or her field of specialization through the publication of at least three (3) technical/professional journal or refereed conference papers, textbook(s), or monograph(s); OR, have served as Principle Investigator or Co-Principle Investigator on externally funded research activities. The publication or external research requirements must have been accomplished within the five (5) years prior to the nomination date (supporting documentation required).

## **APPOINTMENT PROCEDURES**

The Department Chair initiates appointment to Graduate Faculty or Associate Graduate Faculty in the department. The recommendation form and supporting documentation shall be forwarded to the Associate Dean for Research, Graduate Studies, and Planning (ADRGSP) for review. The Dean will approve or disapprove the appointment based on the recommendation of the ADRGSP in coordination with the Russ College Graduate Studies and Research Committee, which comprises the Graduate Chairs.

Appointees must be reviewed every five years to maintain Graduate Faculty or Associate Graduate Faculty status. Associate Graduate Faculty meeting the criteria for Graduate Faculty status prior to the five-year review period are eligible to be recommended for Graduate Faculty status.

## **SPECIAL CASES**

Occasionally, the need will arise for Graduate Faculty to be appointed who do not satisfy the requirements. These special cases will be reviewed on a case-by-case basis. In all cases, the Dean has final authority in the decision.

The following are examples of special cases that could be considered.

- Adjunct or part-time faculty at Ohio University
- Faculty serving in an administrative capacity.
- A faculty member in engineering or a related field at another four year institution
- Non-faculty research scientists or engineers from industry
- Non-faculty research staff from OHIO, typically from a Center or Institute
- Research Professors (Full, Associate, and Assistant)