

**Graduate Council Report  
October 6, 2011**

**Special Consideration Item:**

Graduate Council members approved the College of Engineering proposed changes for the Qatar Campus Engineering Graduate Faculty to Graduate Faculty Membership.

3/16/07

9-5-11

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# Graduate Faculty Membership

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### Graduate Faculty Membership

Approved GC:  
10-6-11  
Mark J. Zoran

This document presents University policies and practices which Department Heads should use in nominating members to the Graduate Faculty of Texas A&M University. Departments and colleges may have additional requirements that must be satisfied by individuals wishing to be recommended for appointment to the Graduate Faculty. Additional requirements are subject to the review and approval of the Executive Vice President and Provost. The following sections discuss the various categories of Graduate Faculty. The final section discusses current policy for assigning titles to members of the Graduate Faculty in the *Graduate Catalog*.

## General Description of Graduate Faculty

The Graduate Faculty at Texas A&M University consists of the President, the Provost and Vice President for Academic Affairs, the Associate Provosts, the Associate Provost for Graduate Studies, the Deans of all subject-matter colleges, selected Directors, and properly qualified academic groups appointed by the ~~Executive Director of the Office of~~ Associate Provost for Graduate Studies. Appointees to the Graduate Faculty participate in the graduate degree programs of the University by serving on student advisory committees and teaching graduate courses. Individuals who have not been appointed to the Graduate Faculty may not teach graduate courses or serve on student advisory committees unless special approval is granted by the ~~Executive Director of the Office of Graduate Studies~~ Associate Provost for Graduate Studies.

The Graduate Faculty is composed of **Members, Associate Members, Adjunct Members, and Special Appointments**. Members and Associate Members are selected from qualified individuals of the academic staff of Texas A&M University, from the staff of other parts of the University, from The Texas A&M University System, and from affiliated research organizations (such as USDA) located in College Station, Texas.

Nomination for membership on the Graduate Faculty is always initiated by the head of the appropriate academic department of Texas A&M University in College Station and is processed as discussed in the following sections.

Appointment to membership on the Graduate Faculty, although considered an honor, serves functional purposes and must be earned. Appointment to membership is not for the purpose of conferring recognition upon an individual, but is designed to assure competence in the directing and counseling of graduate students and in the teaching of graduate courses. Such competence is, in part, a function of experience and knowledge of operational procedure; it is also characterized by ability and motivation.

Membership on the Graduate Faculty is maintained only by participating in the graduate program by teaching, by directing or administering graduate work, by doing research and publication, or by other direct and substantial contributions to the graduate programs of the University, such as by service on a Graduate Instruction Committee or by administrative assignments in graduate education. The Graduate Council expects that all Deans and Department Heads will regularly review the Graduate Faculty under their direction and will recommend withdrawal of the appointments of any members who no longer merit membership on the Graduate Faculty on the basis of their lack of contribution to graduate education. The Department Head shall notify any faculty member who is non-voluntarily removed from the roles of the Graduate Faculty, and the faculty member has the right to appeal his/her removal through the PPM 2.3.2.6 (Faculty Grievance Procedures).

A graduate student at Texas A&M University may not be a member of the Graduate Faculty. Membership on the Graduate Faculty of any faculty or staff member of Texas A&M University or The Texas A&M University System and affiliated research organizations is forfeited upon a faculty or staff member's admission to a graduate program at Texas A&M University. The four categories of membership are: 1) **Member**, 2) **Associate Member**, 3) **Adjunct Member**, and 4) **Special Appointment**.

## **Members**

### **Eligibility**

Tenure track and tenured faculty members of Texas A&M University are eligible to participate as **Members** of the Graduate Faculty under criteria and guidelines as established by each college or department on the College Station campus. Appointment of an individual as a **Member** is accomplished by a letter of nomination from the head of a department on the College Station campus to the ~~Executive Director of the Office of~~Associate Provost for Graduate Studies. In some cases, additional approval is required by the Dean or the Graduate Instruction Committee of the individual's college.

A non-tenure-track individual employed by Texas A&M University, TAES, TAEX, TEES, TEEX, or TTI with professorial rank is eligible to participate as a **Member** of the Graduate Faculty. A person holding the title of Lecturer or Senior Lecturer may not normally be considered for **Member** status on the Graduate Faculty. Exceptions to this will be acceptable only if the person concerned has an unusual or unique contribution to make to the graduate program of Texas A&M University and approval is granted by the department, college, and Office of Graduate Studies. A non-tenure-track individual is nominated by the head of the appropriate academic department in College Station who must present evidence that (a) the nominee (1) has taught a graduate class, or (2) has actively served on a graduate student's advisory committee, or (3) has held a definite administrative assignment in the graduate program of a university; and that (b) the nominee has published a scholarly work as primary author (or, in the case of a professional discipline, has exhibited appropriate evidence of professional accomplishment). Recognized scholars and authorities whose merits are clearly established need not be measured by standard criteria. Appointment of these individuals is accomplished by use of the Personal Record Form, initiated by the head of the academic department in College Station, through the College Graduate Instruction Committee and the College Dean to the ~~Executive Director of the Office of~~Associate Provost for Graduate Studies.

A non-tenure-track individual employed by Texas A&M University at Qatar (TAMUQ) with professorial rank in engineering is eligible to participate as a Member of the Graduate Faculty of Texas A&M University (TAMU) following a letter of nomination from the TAMUQ Graduate Instruction Committee (the members of which shall be Members of the Graduate Faculty at TAMU) through the Dean/CEO of the TAMUQ campus and the appropriate administrative chain at TAMU to the Associate Provost for Graduate Studies.

## Privileges

A **Member** of the Graduate Faculty, located at College Station, may teach graduate courses and serve as member, co-chair or chair of a graduate student's Advisory Committee. ~~In addition, a Member may be chosen from time to time to serve as Graduate Council Representative on doctoral Advisory Committees.~~Delete **Members** located at the Texas A&M University Galveston Campus, Texas A&M University Qatar Campus, the TAMU Temple Campus, or TAMU's Institute of Biosciences and Technology-Houston may teach graduate courses and serve as a member, co-chair or chair of a graduate student's Advisory Committee. Other **Members** of the Graduate Faculty located off-campus may teach graduate courses and serve as a member or co-chair (but not chair), with a **Member** as the other co-chair, of a graduate student's Advisory Committee.

## Associate Members

## Eligibility

Any faculty member (including Instructors and Lecturers, if permitted by the department or college's policy) or professional staff employed by Texas A&M University, TAES, TAEX, TEES, TEEX, or TTI who holds the highest earned degree common to that person's discipline may be granted **Associate Member** status on the Graduate Faculty of Texas A&M University provided that the individual's appointment as an **Associate Member** of the Graduate Faculty will be beneficial to the department's graduate program. In addition, employees of federal and state agencies located in the College Station area are eligible for **Associate Member** status. It is expected that a nominee for **Associate Member** status has published a scholarly work as primary author (or, in the case of a professional discipline, has exhibited appropriate evidence of professional accomplishment). Recognized scholars and authorities whose merits are clearly established need not be measured by standard criteria.

Appointment to **Associate Member** status is accomplished by use of the Personal Record Form, initiated by the head of the academic department at College Station through the College Graduate Instruction Committee and the College Dean to the ~~Executive Director of the Office of Associate Provost for~~ Graduate Studies. A non-tenure-track individual is nominated by the head of the appropriate academic department at College Station who must present evidence that (a) the nominee (1) has taught a graduate class, or (2) has actively served on a graduate student's advisory committee, or (3) has held a definite administrative assignment in the graduate program of a university; and that (b) the nominee has published a scholarly work as primary author (or, in the case of a professional discipline, has exhibited appropriate evidence of professional accomplishment). Recognized scholars and authorities whose merits are clearly established need not be measured by standard criteria. Appointment of these individuals is accomplished by use of the Personal Record Form, initiated by the head of the academic department at College Station through the College Graduate Instruction Committee and the College Dean to the ~~Executive Director of the Office of Associate Provost for~~ Graduate Studies.

## Privileges

An **Associate Member** of the Graduate Faculty of Texas A&M University may teach graduate courses and serve as member or co-chair (but not as chair) with a **Member** as the other co-chair of a graduate student's Advisory Committee.

## Adjunct Members

## Eligibility

Recognized scholars who do not hold a permanent appointment to the faculty (including visiting and adjunct academic appointments) of this University, but who otherwise meet the basic requirements for the status of **Member** of the Graduate Faculty, as described previously, may be eligible for appointment to **Adjunct Member** status. In addition, individuals not located in College Station and not employed by Texas A&M University may be considered for **Adjunct Member** status on the Graduate Faculty provided they are employed by another agency of the Texas A&M University System or are qualified staff of federal or state agencies. Such nominations should be made in those cases in which there is an apparent need, and justification can be presented by the head of an academic department in College Station.

Appointment of an **Adjunct Member** is accomplished by use of the Personal Record Form, initiated by the head of the academic department at College Station through the College Graduate Instruction Committee and the College Dean to the ~~Executive Director of the Office of Associate Provost for~~ Graduate Studies. A non-tenure-track individual is nominated by the head of the appropriate academic department in College Station who must present evidence that (a) the nominee (1) has taught a graduate class, or (2) has actively served on a graduate student's advisory committee, or (3) has held a definite administrative assignment in the graduate program of a university; and that (b) the nominee has published a scholarly work as primary author (or, in the case of a professional discipline, has exhibited appropriate evidence of professional accomplishment). Recognized scholars and authorities whose merits are clearly established need not be measured by standard criteria. Appointment of these individuals is accomplished by use of the Personal Record Form, initiated by the head of the academic department at College Station through the College Graduate Instruction Committee and the College Dean to the ~~Executive Director of the Office of Associate Provost for~~ Graduate Studies.

## Privileges

An **Adjunct Member** of the Graduate Faculty may teach graduate courses and serve as a member or co-chair (but not chair) with a **Member** as the other co-chair of a graduate student's Advisory Committee.

## Special Appointment

There may be times when the head of an academic department in College Station wishes to have qualified individuals teach a graduate course or serve on a student's Advisory Committee without being permanently on the Graduate Faculty as either a **Member**, **Associate Member**, or

**Adjunct Member.** In addition, qualified individuals from other universities, government or industry may be appointed in special cases to teach a graduate course or to serve on a student's Advisory Committee.

These appointments are accomplished by a letter of request from the head of an academic department in College Station to the ~~Executive Director of the Office of~~ Associate Provost for Graduate Studies with the individual's resume attached. In the letter of request, the department head should indicate if the **Special Appointment** status is to be limited to the one specified committee, to one specified teaching assignment, or to a fixed length of time (e.g., for one or two years).

A qualified individual from another university, government or industry who holds **Special Appointment** status to the graduate faculty and who serves on a Graduate Advisory Committee is not counted toward the minimum number of graduate faculty necessary to form the committee.

### **Procedural Guidelines**

1. Research staff who are on the Graduate Faculty of Texas A&M University and who hold payroll titles equivalent to the "Scientist" titles will be assigned by the ~~Executive Director of the Office of~~ Associate Provost for Graduate Studies, for the purpose of listing in the *Graduate Catalog*, the equivalent "Scientist" title. (Example: A person holding the payroll title of "Associate Research Engineer" will be assigned the title of "Associate Research Scientist".)
2. Extension Service personnel on the Graduate Faculty of Texas A&M University will be identified in the *Graduate Catalog* by the title "Extension Specialist".
3. USDA personnel on the Graduate Faculty of Texas A&M University will be identified in the *Graduate Catalog* by the title "USDA Scientist".
4. Individuals in the **Member, Associate Member, and Adjunct Member** categories will be listed in the Graduate Faculty section of the *Graduate Catalog*.

5. Only names of individuals in the **Member** category of the Graduate Faculty will be listed under the respective departmental headings in the *Graduate Catalog*.

*Effective beginning 1/20/98*

**Document Actions**



the 1990s, the number of people with a disability has increased in all countries. In the United States, the number of people with a disability has increased from 35 million in 1980 to 50 million in 1999 (U.S. Census Bureau, 2000). In the United Kingdom, the number of people with a disability has increased from 5.5 million in 1980 to 7.5 million in 1999 (Department of Health, 2000).

There are a number of reasons for this increase. One of the main reasons is the increase in life expectancy. As people live longer, they are more likely to develop a disability. Another reason is the increase in the number of people who are injured or disabled as a result of accidents or violence. A third reason is the increase in the number of people who are disabled as a result of chronic diseases such as arthritis, diabetes, and heart disease.

The increase in the number of people with a disability has led to a number of challenges for society. One of the main challenges is the need for more accessible services and facilities. People with a disability often have difficulty accessing public buildings, transportation, and housing. Another challenge is the need for more support services, such as counseling, job training, and financial assistance.

There are a number of ways in which society can address these challenges. One way is to improve accessibility. This can be done by building ramps, elevators, and other accessible facilities. Another way is to provide more support services. This can be done by hiring more people with a disability and providing them with training and support. A third way is to raise awareness of the needs of people with a disability.

It is important to remember that people with a disability are not just a burden on society. They are also a valuable part of our community. They have many talents and skills that can be put to use in a variety of ways. By providing them with the support and resources they need, we can help them to live a full and meaningful life.

There are a number of organizations that are working to improve the lives of people with a disability. These organizations provide a variety of services, including counseling, job training, and financial assistance. Some of the most well-known organizations are the American Association of People with Disabilities, the National Disability Rights Network, and the United Spinal Association.

It is important to support these organizations and to work together to create a more inclusive and accessible society for everyone. We can all play a part in making a difference in the lives of people with a disability. By providing them with the support and resources they need, we can help them to live a full and meaningful life.

There are a number of ways in which we can support these organizations. We can donate money, volunteer our time, and raise awareness of their work. We can also advocate for policies and programs that will help to improve the lives of people with a disability. By working together, we can make a real difference in the lives of people with a disability.