Appointment to Graduate School Faculty
ACA-15

**ACTION:** Amend.

<table>
<thead>
<tr>
<th>Current policy</th>
<th>Policy as amended</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>About This Policy</strong></td>
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<td>Overview: These amendments put ACA-15 into the policy template and delegate future responsibility for it to the Graduate Faculty Council.</td>
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<tr>
<td>Effective dates: 10-04-2004</td>
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<td>UFC is not an administrator; it is a policy body</td>
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<td>Last updated: 10-04-2004</td>
<td>Last updated: 04-23-19</td>
<td>Policy template asks for statement of scope. The first sentence in the former policy is rephrased as the Scope statement.</td>
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<tr>
<td>Responsible University Office: Graduate Faculty Council</td>
<td>Responsible University Office: University Faculty Council</td>
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<tr>
<td>Responsible University Administrator: University Faculty Council</td>
<td>Responsible University Administrator: University Graduate School</td>
<td></td>
</tr>
<tr>
<td>Policy Contact: James Wimbush, Dean, University Graduate School, <a href="mailto:jwimbush@indiana.edu">jwimbush@indiana.edu</a></td>
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<tr>
<td><strong>Policy Statement</strong></td>
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<tr>
<td>Appointment to Graduate School Faculty. The University Graduate School grants graduate research degrees (Ph.D., M.A., M.S., M.A.T.) and the Master of Fine Arts degree, whereas various schools award professional degrees such as the M.B.A. and Ed.D.</td>
<td>Overview: These amendments put ACA-15 into the policy template and delegate future responsibility for it to the Graduate Faculty Council.</td>
<td></td>
</tr>
<tr>
<td>Membership in the Graduate Faculty is relevant for faculty working with students pursuing degrees offered by the University Graduate School and carries with it automatic approval of specific privileges for serving on the dissertation committees of those students. Membership in the Graduate Faculty is not required for teaching graduate courses or serving on Ph.D. qualifying examination or advisory committees</td>
<td>UFC is not an administrator; it is a policy body</td>
<td></td>
</tr>
<tr>
<td>Scope</td>
<td>Policy template asks for statement of scope. The first sentence in the former policy is rephrased as the Scope statement.</td>
<td></td>
</tr>
<tr>
<td>All Indiana University faculty who work with students pursuing graduate degrees granted by the University Graduate School, such as Ph.D., M.A., M.S., M.A.T. and M.F.A. It does not apply to graduate professional degrees such as M.B.A., J.D., and Ed.D. offered by specific schools.</td>
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<td></td>
<td>Section about serving on committees etc. in the former first paragraph has been re-labeled as Policy Statement ¶ C.</td>
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</tbody>
</table>
Graduate Faculty Membership.

All tenure-track faculty are granted graduate faculty status at the time of appointment; departments notify the University Graduate School each fall of their new tenure-track appointments so an authoritative master list of graduate faculty members can be maintained. Non-tenure-track faculty or other appointees (such as research scientists) can also be appointed to graduate faculty status for a term not to exceed their employment contract; the nominating department sends a brief memo and a copy of the faculty member’s vita.

An endorsement to chair doctoral dissertation committees is granted separately from graduate faculty status by a vote of a departmental advisory or steering committee, or by a majority vote of the departmental graduate faculty, or by some other review process appropriate for the unit. Faculty who receive this endorsement must hold a regular faculty appointment at Indiana University, but do not necessarily have to hold that appointment within the unit conferring the endorsement. However, if the faculty member holds a regular appointment in a unit other than the one conferring the endorsement, s/he must participate substantially in doctoral education within the department or program authorized to offer the Ph.D. The program director or chair shall notify the Dean of the University Graduate School of the election of the faculty to this status.

A. All tenure-track faculty are granted graduate faculty status at the time of appointment.

B. Non-tenure-track faculty can also be appointed to graduate faculty status for a term not to exceed their employment contract;

C. Membership in the University Graduate School Faculty is required to serve on dissertation committees. It is not required for teaching graduate courses or serving on Ph.D. qualifying examination or advisory committees.

D. An endorsement to chair doctoral dissertation committees is granted separately from graduate faculty status by a vote of a departmental advisory or steering committee, or by a majority vote of the departmental graduate faculty, or by some other review process appropriate for the unit. Faculty who receive this endorsement must hold a tenured or tenure-eligible faculty appointment at Indiana University, but do not necessarily have to hold that appointment within the unit conferring the endorsement. However, if the faculty member holds a regular appointment in a unit other than the one conferring the endorsement, the faculty member must participate substantially in doctoral education within the department or program authorized to offer the Ph.D.
In addition, graduate faculty status with or without endorsement to chair Ph.D. dissertation committees may be granted by the Dean of the University Graduate School upon successful petition by the head of the faculty member’s unit. The head sends a brief memo explaining the request with a copy of the vita.

Current associate members of the graduate faculty will automatically become members of the graduate faculty; current full members will become members with endorsement to direct dissertations.

Graduate faculty status can be revoked for egregious behavior or scholarly or scientific misconduct by the Dean of the University Graduate School upon the recommendation of the Graduate School Council.

E. Graduate faculty status with or without endorsement to chair Ph.D. dissertation committees may be granted by the Dean of the University Graduate School upon successful petition by the head of the faculty member’s unit.

F. Graduate faculty status can be revoked for egregious behavior or scholarly or scientific misconduct by the Dean of the University Graduate School upon the recommendation of the Graduate Faculty Council.

Reason for Policy

The University Graduate School grants the majority of graduate degrees at Indiana University. Membership on the Graduate Faculty is required to serve on the dissertation committees of students seeking those degrees.

Procedure

A. All tenure-track faculty are granted graduate faculty status at the time of appointment; academic units shall notify the University Graduate School each fall of their new tenure-track appointments so an authoritative master list of graduate faculty members can be maintained.

B. To nominate non-tenure-track faculty for Graduate School membership, an academic unit shall send a brief memo and a copy of the faculty member’s vita to the Dean of the Graduate School.
C. To confer an endorsement to chair a dissertation committee on a faculty member who does not hold an appointment in the academic unit, the head of the unit shall notify the Dean of the University Graduate School of the election and verify that the faculty member participates substantially in doctoral education within the academic unit authorized to offer the Ph.D.

D. To request graduate faculty status with or without endorsement to chair Ph.D. dissertation committees for any other person, the head of that individual’s academic unit shall petition the Dean of the University Graduate School by sending a brief memo explaining the request with a copy of the vita.

E. A petition to revoke Graduate Faculty status must first go to the Graduate Faculty Council, and if affirmed by it, to the Dean of the University Graduate School for action.

F. The Graduate Faculty Council may develop standards and procedures for implementing this policy, and may amend the policy as needed.

**History**
Enacted by University Graduate School Council, October 4, 2004.
Amended by Graduate Faculty Council, January 2017.
Amended and approved by University Faculty Council, Apr. 23, 2019.

*History section corrected and updated*
Scope
All Indiana University faculty who work with students pursuing graduate degrees granted by the University Graduate School, such as Ph.D., M.A., M.S., M.A.T. and M.F.A. It does not apply to graduate professional degrees such as M.B.A., J.D., and Ed.D. offered by specific schools.

Policy Statement
A. All tenure-track faculty are granted graduate faculty status at the time of appointment.
B. Non-tenure-track faculty can also be appointed to graduate faculty status for a term not to exceed their employment contract.
C. Membership in the University Graduate School Faculty is required to serve on dissertation committees. It is not required for teaching graduate courses or serving on Ph.D. qualifying examination or advisory committees.
D. An endorsement to chair doctoral dissertation committees is granted separately from graduate faculty status by a vote of a departmental advisory or steering committee, or by a majority vote of the departmental graduate faculty, or by some other review process appropriate for the unit. Faculty who receive this endorsement must hold a tenured or tenure-eligible faculty appointment at Indiana University, but do not necessarily have to hold that appointment within the unit conferring the endorsement. However, if the faculty member holds a regular appointment in a unit other than the one conferring the endorsement, the faculty member must participate substantially in doctoral education within the department or program authorized to offer the Ph.D.
E. Graduate faculty status with or without endorsement to chair Ph.D. dissertation committees may be granted by the Dean of the University Graduate School upon successful petition by the head of the faculty member’s unit.
F. Graduate faculty status can be revoked for egregious behavior or scholarly or scientific misconduct by the Dean of the University Graduate School upon the recommendation of the Graduate Faculty Council.

Reason for Policy
The University Graduate School grants the majority of graduate degrees at Indiana University. Membership on the Graduate Faculty is required to serve on the dissertation committees of students seeking those degrees.

Procedure
A. All tenure-track faculty are granted graduate faculty status at the time of appointment; academic units shall notify the University Graduate School each fall of their new tenure-track appointments so an authoritative master list of graduate faculty members can be maintained.
B. To nominate non-tenure-track faculty for Graduate School membership, an academic unit shall send a brief memo and a copy of the faculty member’s vita to the Dean of the Graduate School.
C. To confer an endorsement to chair a dissertation committee on a faculty member who does not hold an appointment in the academic unit, the head of the unit shall notify the Dean of the University Graduate School of the election and verify that the faculty member participates substantially in doctoral education within the academic unit authorized to offer the Ph.D.

D. To request graduate faculty status with or without endorsement to chair Ph.D. dissertation committees for any other person, the head of that individual’s academic unit shall petition the Dean of the University Graduate School by sending a brief memo explaining the request with a copy of the vita.

E. A petition to revoke Graduate Faculty status must first go to the Graduate Faculty Council, and if affirmed by it, to the Dean of the University Graduate School for action.

F. The Graduate Faculty Council may develop standards and procedures for implementing this policy, and may amend the policy as needed.

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