

**Graduate Faculty  
Appointment and Reappointment  
Criteria and Standards**

Department of Mathematics and Statistics

College/School of Sciences and Mathematics

Date Approved by Department: \_\_\_\_\_

Department Chair, Mathematics and Statistics, \_\_\_\_\_

Date Approved by Graduate Council \_\_\_\_\_

Dean, the Graduate School \_\_\_\_\_

**I. Levels of Membership**

The Department will recognize the following three levels.

Level 1: The faculty member may teach at the 7000 level, may serve on both masters and doctoral committees and may direct masters theses.

Level 2: The faculty member may participate in the activities delineated for Level 1 and may also teach at the 8000 level and direct doctoral dissertations.

Level 2A: This level is designed for faculty members who are full time administrators who originally held level 2 membership upon accepting an administrative appointment. The faculty member may participate in all the activities delineated for Level 2 except for the direction of doctoral dissertations, exceptions are permitted upon approval of the Dean of the Graduate School.

**II. Criteria and Standards for initial Appointment and Reappointment.**

Level 1:

Initial Appointment.

A. Terminal degree recognized by the Department.

B. A Tenure-Track Faculty Appointment at the Rank of Assistant Professor or Above.

Reappointment

A. Prior service at either Level 1 or Level 2.

B. Candidate has during the term of appointment contributed to the graduate program through any one of the following:

1. Taught at least one course at the 6000 or 7000 level or served on at least one masters or doctoral advisory committee.
2. Published at least one paper in a refereed journal, or authored or co-authored a book, or served as editor of a journal in the field of specialization.
3. Rendered consulting service, at least once, within the field of specialization either under contract or as part of the University Extension Service, or attained extramural support at least once.

Level 2.

Initial Appointment.

- A. The candidate should hold a Ph. D. or equivalent.
- B. The candidate should have academic experience beyond their Ph.D.
- C. The candidate must hold tenure-track faculty appointment at the rank of assistant professor or above.

The candidate should have at least three years of experience participating regularly in the graduate program in the Department of Mathematics or at another institution of higher learning or demonstrated in some other outstanding way her/his ability to direct graduate level research.

The candidate should have served on a masters or doctoral committee.

- D. The candidate should have demonstrated a level of scholarly publication. This requirement will be satisfied by the publication of at least three papers in reputable refereed journals. This requirement may also be satisfied by completely or in part by the publication of a book or monograph and clearly demonstrates the author's research competence.
- E. The candidate should demonstrate at least two instances of other significant scholarly activities such as (a) presenting papers before a professional or scholarly organization, (b) writing reports, reviews, or popular articles, (c) rendering consulting services which provides evidence of the scholars professional standing and competence in the field, (d)

participating in the activities of scholarly scientific and professional organization by holding offices or serving in other responsible capacities, (e) performing significant administrative duties connected with the graduate program of the department or of the university, or (f) attainment of external support that is evidence of professional standing.

#### Reappointment

During the present term of appointment, the candidate should have met the criteria and standards for initial appointment and

- A. The candidate should have at least three years of experience participating regularly in the graduate program in the Department of Mathematics and Statistics or at another institution of higher learning or demonstrated in some other outstanding way their ability to direct graduate level research.
- B. The candidate should have served on a masters or doctoral committee.

#### Level 2A

##### Initial appointment

The candidate desires this administrative level and occupies a full-time administrative position at the university and the candidate is up for reappointment at Level 2.

### **III. Terms of Appointment**

Level 1: The term of appointment shall be seven years.

Level 2: The term of appointment shall be seven years.

Note: A faculty member appointed to Level 1 may be nominated for Level 2 at any time. Faculty members serving at level 2 can be nominated for reappointment at Level 1 or Level 2 during the last six months of their current term.

Level 2A: The term of appointment shall be from the initial appointment until up to four years after the candidate has stepped down from a full-time administrative position and has returned to the department faculty.

### **IV. Procedures for Nomination: Initial Appointment and Reappointment.**

Level 1: The Department Chair, upon the recommendation of the Graduate Studies Committee shall nominate candidates for initial appointment or reappointment. A Dossier will be prepared containing a copy of the nominee's current curriculum vita. The Graduate Studies Committee or

the Department Chair shall prepare a standard nomination form outlining the department's criteria and standards and indicating how the nominee has met these criteria and standards. The Department Chair will affirm by her/his signature the accuracy of the information contained in the nomination package and that the procedures, criteria and standards contained within the approved departmental plan have been followed and met. The Department Chair will forward the nomination to the Graduate School for review and action by the Graduate Dean.

Level 2: The procedure shall be the same as that for Level 1.

Level 2A: Automatic at the discretion of the candidate.