

College of Architecture, Design and Construction

SCHOOL of ARCHITECTURE GRADUATE FACULTY APPOINTMENT and REAPPOINTMENT CRITERIA and STANDARDS

School Approval

Date approved by the School

September 28, 2010

School Head

David Hinson

College Approval

Date approved by the College

September 28, 2010

CADC Dean

Daniel Bennett

Graduate School Approval

Date approved by the Graduate Council

Graduate School Dean

George Flowers

I. LEVELS OF MEMBERSHIP

The School of Architecture at the College of Architecture, Design and Construction recognizes two levels of membership on the Graduate Faculty:

Level 0: Faculty may teach at the graduate level (e.g., 6000 and 7000 level).

II. CRITERIA AND STANDARDS

LEVEL 0

A. Initial Appointment

1. Terminal degree in the program/discipline or a related discipline
AND
Expertise in a specialized field or area relevant to the program/discipline
OR
2. Professional experience in the teaching discipline or a related discipline.

II. CRITERIA AND STANDARDS

LEVEL 0

A. Initial Appointment

1. Terminal degree in the program discipline or a related discipline
AND
Expertise in a specialized field or area relevant to the program discipline

OR
2. Professional experience in the teaching discipline or a related discipline
AND
Expertise in a specialized field or area relevant to the teaching discipline.

B. Reappointment

- Prior service at Level 0
- The following criteria will be applied in the event that the faculty member has taught graduate courses and/or served on graduate advisory committees during the period under review:
 - Maintaining a level of teaching quality commensurate with school and program peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations

AND, WHERE APPLICABLE
 - Contributing in an active and constructive manner to graduate faculty advisory committees served upon.

II. CRITERIA AND STANDARDS (cont.)**LEVEL 1****A. Initial Appointment**

1. Faculty appointment at the level of Lecturer or Assistant Professor or above.
2. Terminal degree in the program discipline or a related discipline

OR, IN EXCEPTIONAL CASES

3. A degree in a related discipline, a record of significant accomplishment in professional practice, and recognized expertise in a specialized field or area relevant to the program discipline.

B. Reappointment

1. Prior service at Level 1
2. Candidate has contributed to the school and/or program during term of appointment according to the following criteria:
 - Maintaining an acceptable level of scholarly contributions as determined by college, school and program standards. These standards are the basis of the annual review conducted with the School/ Department Head, and are defined and explained in the *CADC Promotion and Tenure Document* (attached).

The following criteria will be applied as part of the annual review process in the event that the faculty member has taught graduate courses and/or served on graduate advisory committees during the period under review:

- Maintaining a level of teaching quality commensurate with school and program peers in graduate courses as evidenced by relevant student and/or peer teaching evaluations

OR, WHERE APPLICABLE

- Contributing in an active and constructive manner as director or member of graduate faculty advisory committees served upon

III. Term of Appointment

The term of appointment shall be 7 (seven) years.

IV. Procedures for nomination

The School Head shall nominate candidates for initial appointment or for reappointment. The nomination application shall contain a copy of the nominee's updated promotion and tenure dossier (as outlined in the *AU Faculty Handbook*) or a current CV with equivalent information. The School Head shall also complete a standard nomination form which outlines the school's criteria and standards and how the nominee has met those criteria and standards. The School Head in signing the nomination form certifies the accuracy of the information contained therein and that the procedures, criteria and standards contained within the approved departmental plan have been followed and met. The School Head will forward the nomination to the Graduate School for review and action by the Graduate Council and the Graduate Dean.

Tenure track faculty may apply for nomination as Graduate faculty upon hire.

V. APPEALS PROCESS

In the case of an appeal, a committee formed of the following members will be named to study the case and arrive at a decision:

- Two CADC School/Department Heads, one of whom shall be the Head of the faculty member's home school/department
- CADC Associate Dean for Graduate Studies