

University of Central Arkansas
Computer Science Department

Criteria for Graduate Faculty Status

May 4, 2009

According to the Guidelines for Graduate Faculty Appointments of the University, this department specifies the criteria for graduate faculty, associate graduate faculty, and affiliated graduate faculty as the follow:

A. **Graduate Faculty:** As specified in the University Guidelines, full-time tenured and tenure-track faculty are eligible for graduate faculty status. An initial graduate faculty membership of three years is granted to newly hired tenure-track faculty members. Application for continued membership after initial appointment will be based on the following criteria:

1. **Successful graduate level teaching:** One must contribute to the graduate level degree program of this department through successful teaching practice during past *three years* evidenced by one of the following:
 - Taught at least one regular graduate level course of this department that meets professional standards with satisfactory student teaching evaluation; or
 - Directed at least one graduate project or thesis in good quality as the committee chairperson.
2. **Competent scholarship:** One must demonstrate a current and sustained record of scholarly or creative activities in past *three years* evidenced by one of the following:
 - Publication record: One research article appeared in reputable journal, or two articles appeared in selective national or international conference proceedings.
 - Grant award: One receives competitive extramural research grant award.
3. **Active professional service:** One must provide services to the professional community in the past *three years*. These services may include, but not limited to, reviewing articles for reputable journal and/or selective national or international conference; serving as a committee member of a regional, national, or international professional organization, involvement in organizing a professional conference, etc.
4. **Departmental recommendation:** For tenured faculty member with proven track record beyond the above criteria, the department may recommend eight-year review. Otherwise, a recommendation of three-year review will be made.

B. Associate Graduate Faculty: As specified in the University Guidelines, non-tenure-track faculty may be appointed as associate graduate faculty. This department applies the following criteria to make recommendation:

1. **Terminal degree:** One should have an earned Ph. D. degree in computer science, computer engineering or other closely related area from an accredited institution.

2. **Involvement in graduate program:** One should contribute to the graduate level degree program of this department through teaching, scholarship, and professional services during past *three years* evidenced by the following:

- **Teaching:** Taught a graduate level course or directed a graduate project or thesis in good quality.
- **Scholarship:** Published an article in proceedings of selective professional conference or in professional journal.
- **Service:** Served as a graduate committee member of the department and provided appropriate services to the professional community in large.

3. **Departmental recommendation:** The department usually recommends an associate graduate membership with review at three-year interval.

C. Affiliate Graduate Faculty: In directing graduate project/thesis, experts from application domain fields may serve in the project/thesis committee. These external collaborators will be appointed as adjunct affiliate graduate faculty member during the period of directing the project/thesis.