



**Policy Chapter:** Chapter 6 Faculty Affairs

**Policy Number and Title:** 06.026 Graduate Faculty Membership

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**I. Policy Statement**

Graduate Faculty advance the research, teaching, and professional development mission of the University of North Texas (UNT) through excellence in graduate education. The Graduate Faculty is composed of Full Members and Associate Members. This policy describes the process and conditions for appointment to the Graduate Faculty at UNT.

**II. Application of Policy**

UNT Faculty, Administrators with Faculty Appointments, and Faculty and Practitioners from Other Institutions

**III. Policy Definitions**

**A. Associate Members**

“Associate Members,” in this policy, means faculty and practitioners appointed to the Graduate Faculty without the right of directing master’s and doctoral theses.

**B. Full Members**

“Full Members,” in this policy, means faculty appointed to the Graduate Faculty with the right of directing master’s and doctoral theses.

**C. Tenure-System Faculty**

“Tenure-system Faculty,” in this policy, means on a tenure track appointment or are tenured at UNT.

**D. Retired Faculty**

“Retired Faculty,” in this policy, means faculty who have retired from the University of North Texas, including faculty on modified service, in accordance with UNT Human Resource policies.

**IV. Policy Responsibilities**

**A. Membership**

1. Full Membership

- a. All tenure-system faculty who hold a terminal degree in their field or a tenured appointment in their academic area are eligible for full membership in the Graduate Faculty. Administrators who hold a terminal degree in their field and a faculty appointment in an academic department are also eligible for full membership in the Graduate Faculty.

- b. Members of the Graduate Faculty are expected to actively participate in the graduate programs of the University through scholarly and creative accomplishments, effective teaching of graduate courses, and mentoring of graduate students.
- c. Full members of the Graduate Faculty may teach graduate level courses, serve as members of master's advisory committees, serve as members of dissertation committees or D.M.A. advisory committees, serve as major professors or co-major professors for master's and doctoral degree students, serve as major professors or directors for master's theses, doctoral dissertations, or D.M.A. lecture recitals, and serve as University members for doctoral dissertations or final comprehensive examinations for the D.M.A.
- d. The Graduate School is responsible for developing and distributing the notification and review process for Full Membership appointment with input and recommendations from the relevant academic unit.

## 2. Associate Membership

- a. Professional faculty, retired faculty, and practitioners are eligible for Associate Membership in the Graduate Faculty.
- b. Associate members of the Graduate Faculty may teach graduate level courses, serve as members of master's advisory committees, serve as members of dissertation committees or D.M.A. advisory committees, and serve as University members for doctoral dissertations or final comprehensive examinations for the D.M.A.
- c. The Graduate School is responsible for developing and distributing the notification and review process for Associate Membership appointment with input and recommendations from the relevant academic unit. With the approval of the department, associate members who have a terminal degree may serve as co-chairs of master's and doctoral committees in partnership with a full member of the graduate faculty. Exceptions may be permitted in limited circumstances for associate members with a terminal degree to serve as chair, at the request of the department and with the approval of the graduate school. Associate Membership requires renewal every four years.

## 3. Retired Faculty

- a. Faculty who hold Full or Associate Graduate Faculty Membership at the time of retirement may continue to act as advisors for their advisees in progress at the time of retirement with the approval of the appropriate departmental committee and notification to the Graduate School.
- b. Retired faculty may engage in graduate teaching or advising activities not in progress at the time of retirement with the approval of the appropriate departmental or college committee and the Dean of Graduate School.

**B. Departmental Review**

Departments and academic colleges are responsible for developing criteria and review processes for their faculty to attain and maintain Full or Associate Membership in the Graduate Faculty.

**V. Resources/Forms/Tools**

Appointment/nomination schedules and forms will be developed and distributed by the Graduate Schools.

**VI. Revision History**

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