The following changes have been proposed and enacted by the Graduate Council, the Office of Research and Graduate Studies, the Graduate College, and the Provost’s Office for three primary reasons:

1) To make it easier for tenure-track and tenured full time faculty to obtain Graduate Faculty status, consistent with the goals and practices of major research institutions;
2) To ensure high quality graduate education and faculty supervision/mentoring of graduate students;
3) To allow for more flexibility in order to better support both graduate education and research.

As you will see below, there is some decentralization of guidelines and requirements to Colleges; thus the system will only work properly if departments/school faculty, Chairs, and Deans enact appropriate criteria and exercise their proper authority in reviewing full and associate graduate faculty.

Each department, school, and/or college must define the criteria they will use to determine Graduate Faculty status. Graduate Faculty status defines who may work with graduate students by:

- Supervising thesis/dissertation research
- Supervising Professional Projects
- Serving on student committees
- Teaching graduate courses

Department and/or school graduate faculty members, the dean of the college, and the dean of the Graduate College must approve these criteria before they are implemented.

Each department or school will need to revise their guidelines/handbooks to reflect these changes. If departments/schools have included text in their departmental bylaws pertaining to this issue they will also need to be revised accordingly.

**Applying for Graduate Faculty Status**

- An application is necessary for all faculty members wishing to obtain Graduate Faculty status. Applications must be approved by the Department/School, the Academic Dean, and then forwarded to the Graduate College Dean.
• Regarding Full Graduate Faculty status, departments and schools must immediately notify the Graduate College whenever they hire new faculty members who meet the criteria specified and fit one of the classifications for Full Graduate Faculty status. To do so, the Chair should submit a Full Graduate Faculty status (FGFS) application, with the nominee's CV attached, to the Dean in the Graduate College. Once the application is reviewed, approved, and signed-off by the Dean of the Graduate College, the faculty member and department will be notified via email.

• Regarding Associate Graduate Faculty status, individuals should submit an Associate Graduate Faculty status (AGFS) application, with a CV attached, to the Dean in the Graduate College. Once the application is reviewed, approved, and signed-off by the Dean of the Graduate College, the individual and department will be notified via email.

**General Requirements for Full Graduate Faculty Status**

Current full time faculty members and academic faculty who are employed by UNLV but do not presently have Full Graduate Faculty status can be granted those rights and privileges if they meet all of the following requirements:

a. They are tenured or are tenure-track;
b. They have the terminal degree in their field;
c. They have some experience with graduate student instruction and/or mentorship;
d. They meet criteria established by their departments/schools graduate faculty and Chair, and the Dean of their college;
e. They apply for Full Graduate Faculty status according to proper procedures;
f. Their applications are approved by their Chair, College Dean, and the Graduate College Dean.

**Full Graduate Faculty Status**

The Graduate College will maintain a list of faculty members who are approved to function as Full Graduate Faculty members. The new Full Graduate Faculty member will have the following privileges depending on their status/category:

*Newly Hired Full-time Tenured/Tenure-Track Faculty with a Terminal Degree in their Field*

(Note: In Architecture a 5-year B.Arch followed by a post-professional M.Arch, a D.Arch. or a Ph.D. is considered the terminal degree; similar combinations of degrees may represent a terminal degree in other fields as well, depending on professional norms and standards of the discipline)

• Joint appointments – may supervise graduate students in both departments.
• May serve as chair or committee member of graduate student advisory committees in home department(s).
• May serve as Graduate College Representative on graduate student advisory committees.
- May teach graduate level courses.

**Faculty in Residence**
- May serve as co-chair of graduate student advisory committees as long as the other co-chair is a full time tenured or tenure-track faculty member with Full Graduate Faculty Status from the student’s home department.
- May serve as Graduate College Representative on graduate student advisory committees.
- May teach graduate level courses.

**UNLV Research Faculty Members, and DRI faculty who possess terminal degrees, are productive researchers and are nominated**
- May NOT serve as Graduate College Representative on advisory committees.
- May serve as chair of graduate student advisory committees.
- May teach graduate level courses.

**Law School Faculty**
- Automatically approved to teach graduate level courses.
- May serve as chair or committee member of graduate student advisory committees in home department.
- May NOT serve as Graduate College Representative on advisory committees.

**Medical School Faculty**
- Automatically approved to teach graduate level courses.
- May serve as chair or committee member of graduate student advisory committees in home department.
- May NOT serve as Graduate College Representative on advisory committees.

**President’s Cabinet and Academic Council Who Possess Terminal Degree**
- Automatically granted Full Graduate Faculty status.
- May teach graduate level courses.
- May serve as Graduate College Representative on advisory committees.
- May serve as co-chair of graduate student advisory committees as long as the other co-chair is tenured tenure track full graduate faculty from the student’s home department.
- May chair committees in the department in which s/he is tenured.

**Dental School Faculty**
- Automatically approved to teach graduate level courses.
- May serve as chair or committee member of graduate student advisory committees in home department.
- May NOT serve as Graduate College Representative on advisory committees.
**Professional Doctoral Program Faculty**

- May serve as chair of advisory committees in Masters programs in their home department or their own DNP, DMA, DPT, Masters, or Doctoral program.
- May serve as co-chair of graduate student advisory committees as long as the other co-chair is a full time tenured or tenure-track faculty member from the student’s home department.
- May serve as a committee member on Masters and Doctoral, DNP, DMA, or DPT committees in their home department.
- May NOT serve as Graduate College Representative on advisory committees.
- May teach graduate level courses to masters students or graduate students in their home department or their own DNP, DPT, or DMA program.

**Retired Faculty/Faculty Emeritus/Faculty Who Have Left UNLV**

- With submission of the Graduate Faculty Leaving Form and approval from the academic dean, chair of the department, and Dean of the Graduate College, former faculty (who had Full Graduate Faculty status upon their departure) may continue to serve as Chair or committee members on graduate student advisory committees they were on prior to leaving UNLV and/or teach graduate level classes.
- These requests will be reviewed on a case-by-case basis; sometimes an on-campus, tenured or tenure-track faculty member may be asked to co-chair graduate advisory committees with the former UNLV faculty member.
- May NOT serve as Graduate College Representative on advisory committees.

**Associate Graduate Faculty Status**

Individuals may be granted Associate Graduate Faculty status if they hold graduate, preferably terminal, degrees and are employed as expert practitioners in their field of expertise. These include but are not limited to:

- Administrative Faculty or Professional Staff with terminal degrees who are not tenure-track or tenured in an academic unit;
- Non-UNLV faculty members with appropriate qualifications;
- Licensed nurse practitioners and physicians;
- Registered architects;
- Clinical faculty;
- Part-time instructors who hold terminal degrees;
- Doctoral students who are supervised to teach Master’s level classes;
- Masters or Ed. Specialist degree holding professionals with experience teaching Master’s level courses;
- Post-doctoral scholars;
- Visiting professors, or non-UNLV professors who are here on sabbatical leave;
- Others, per case-by-case review and recommendation.

Individuals with Associate Graduate Faculty status may be recommended and approved for any combination of the following privileges:
• Teach 500-, 600-, and/or 700-level classes within their practice area (note that
dr. classes may only be taught by those who hold a doctorate);
• Serve on advisory committees (not as graduate college representatives or advisory
committee chairs, but they may co-chair) up to the level at which they hold their terminal
degree.

Procedures for granting Associate Graduate Faculty status remain unchanged (complete and
sign the Associate Grad Faculty status form, with CV attached), but different time frames will
be put in place for different purposes:
• Individuals approved to teach graduate courses = 1 year
• Individuals approved to serve on Masters or Ed. Specialist committees = 3 years
• Individuals approved to serve on Doctoral committees = 5 years

Exceptions can be made for recognized leaders in a field who do not meet criteria spelled out
above. These individuals can be granted Associate Graduate Faculty status if recommended
by the graduate faculty members within the department they will serve, the dean of the
college, and Dean of the Graduate College.
Examples of these include:
• Nobel Prize winners
• Academy Award winners
• Pulitzer Prize winners
• Pritzker Prize winners
• Other prestigious award winners who are publically recognized for their expertise

**Departmental Assessment**

Departments must review all graduate faculty members’ scholarly productivity and mentorship
of graduate students annually, likely during the faculty annual evaluation process. All tenured and
tenure-track graduate faculty members and professional staff are expected to maintain a record
of sustained scholarly research and/or creative activity. Each department or school must
establish criteria that delineate what constitutes an adequate record of sustained scholarly
activity.

• Annual Evaluation Report
  o Untenured Graduate Faculty
    ▪ Must receive a score of “Satisfactory” with regards to item #4
    (Evaluation of progress toward tenure).
  o Tenured Graduate Faculty
    ▪ Must receive a score of “Satisfactory” or higher. This indicates that their
      scholarly productivity is acceptable with regards to maintaining their
      graduate faculty status.

Successful and appropriate graduate student mentorship should also be a consideration;
departments or schools must determine how to assess these accomplishments.
Revocation of Graduate Faculty Status

A faculty member’s Graduate Faculty status shall be revoked if he/she:

- Lacks adequate scholarly productivity as defined within his/her department, and/or
- Has an absence of graduate teaching or mentorship over a period of five years, and/or
- Is deemed to have performed inadequately/inappropriately in his/her role.

Significant, documented complaints from graduate students, the Department’s Graduate Coordinator, other members of an Advisory Committee, or Graduate College Representatives serving on a student’s committee, as well as any “Unsatisfactory” ratings on a graduate faculty member’s Annual Evaluation should be evaluated by the departmental Chair and the Dean.

Review of graduate faculty status can be requested by the department/school’s personnel committee, or by the Chair and College Dean, per college guidelines. Any departmental or school vote on Graduate Faculty status should be conducted by the tenured members of the personnel committee who have Full Graduate Faculty status, and/or the tenured faculty who hold Full Graduate Faculty status. The committee, in consultation with the Chair and the Dean will decide if graduate faculty status is to be revoked.

If graduate faculty status is revoked, the Graduate College must be advised immediately so that the individual’s name is removed from the list of approved graduate faculty members. The faculty member may no longer teach graduate courses or serve on graduate student committees; committee change forms or memos will need to be submitted to replace the revoked graduate faculty member with another colleague on all graduate student committees.

Individuals who lose their Graduate Faculty status may reapply at the end of a five-year period that commences at the time Graduate Faculty status was revoked. The application process will follow department, school and college guidelines and must be approved by the Dean of the Graduate College

Graduate Student Advisory Committee Guidelines

- All graduate students who defend a thesis/dissertation must have a minimum of three UNLV graduate faculty members from their home department and one Graduate College Representative from another department on their advisory committees.
- Graduate College representatives on graduate student advisory committees must hold Full Graduate Faculty status.
- Graduate students may have committee co-chairs; however, one of the co-advisors must be a tenure-track or tenured faculty member in the student’s own graduate program/department, and one must have Full Graduate Faculty status.

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