

Graduate Faculty of the University's Health Sciences Center (HSC)

Graduate Faculty

Members of the graduate faculty play a central role in graduate education. They are responsible for program content, they serve on graduate student committees, they foster University-wide research, scholarship, and creative endeavors, and they assure the quality of preparation of the University's graduates. Application to and appointment as graduate faculty occur at the level of the HSC Graduate Council Subcommittee on Graduate Faculty Membership; subcommittee members include five Associate/Assistant Deans representing the five Schools of Health Sciences. The HSC Graduate Council establishes and publishes application, evaluation, and appointment/re-appointment processes and criteria for graduate faculty membership consistent with University guidelines.

Requirements for Membership

The following requirements for Graduate Faculty Membership at the HSC meet, and in some cases exceed, the guidelines set forth by West Virginia University (<http://graduate.wvu.edu/faculty-staff/graduate-faculty-information/graduate-faculty>).

New or First-time Faculty Memberships:

- New/first-time faculty members may be appointed as regular or associate graduate faculty members.
- Membership requests by new hires or first-time applicants are reviewed shortly after receiving the application.
- New faculty members are defined as those hired within the last 12 months.

Regular Membership

- Individuals who hold appointments at West Virginia University in tenure-track faculty positions or in full-time non-tenure-track faculty positions, or faculty-equivalent positions and who are engaged in scholarly research or creative activity may be considered for regular membership. Regular members must present evidence of continuing scholarly research or creative activity. Criteria usually include one or more of the following: publication in major peer-reviewed journals, publication of books and book chapters, invited and/or competitively selected presentations of scholarly work at national and international meetings, graduate-level teaching, and service on graduate committees.
 - ⊖ Faculty in the Schools of Medicine, Nursing, Pharmacy, and Public Health must provide evidence of 2 or more published manuscripts (excluding review articles) in peer-reviewed journals and 1 or more extramural grants (submitted, pending, or awarded) as principal investigator or co-investigator within the last three years.
 - ⊖ Faculty in the School of Dentistry must provide evidence of 1 or more published manuscripts (excluding review articles) in peer-reviewed journals and 1 or more extramural grants, or a grant from the WVU Research Corporation, WVU Senate, HSC Bridge or Research Development, or WVCTSI Pilot (submitted, pending, or awarded) as principal investigator or co-investigator within the last three years.

Associate Membership

- Individuals with ongoing involvement in graduate education at WVU may be considered for associate membership. These individuals may include WVU faculty members who do not meet the criteria for regular membership, non-faculty professionals with terminal degrees or equivalent expertise, and faculty members at other institutions.
- Associate members must present evidence of continuing scholarly or creative expertise or involvement in graduate education. Criteria usually include one or more of the following: research activity, scholarly publications, graduate-level teaching, and service on graduate committees.

Exceptions

- Graduate faculty members who leave WVU may continue to serve on student committees with their same graduate faculty status established prior to their departure.
- Normally, no candidate for a degree at WVU may be a regular or associate member of the graduate faculty.
- Emeritus faculty members may remain on the graduate faculty, subject to school or college review.
- Individual exceptions to membership criteria may be approved by the Associate Provost for Graduate Academic Affairs.

Functions of Graduate Faculty Members

- Regular graduate faculty members may serve on and chair students' thesis and dissertation committees and doctoral projects.
- Associate graduate faculty members may serve on students' thesis and dissertation committees and doctoral projects, but may not chair them.
- Graduate faculty members serve other functions, such as chairing or serving on other types of graduate committees and graduate program committees, and teaching graduate courses, as determined by their college/school.

Appointment and Evaluation of Graduate Faculty Members

- Appointment to the graduate faculty for WVU faculty members must be through the college/school in which they hold their primary faculty appointment. Faculty members may request appointment to the graduate faculty in other colleges/schools, but may not be designated a regular graduate faculty member in any college/school if that status is not held in the primary college/school.
- Graduate Faculty Members at the HSC are appointed as Regular or Associate Members for a three-year period. Every three years a decision must be made to continue, discontinue, or change an individual's current level of membership. A renewal application is due at the time of the annual review for Promotion & Tenure. An individual whose graduate faculty membership is discontinued or changed from regular to associate status will be permitted to complete current responsibilities, but may only assume additional responsibilities that are consistent with the new status.

Appeals

- The first Appeal regarding classification of graduate faculty membership shall be directed to and voted on by the HSC Graduate Council.

- The second Appeal regarding graduate faculty membership classification shall be handled through grievance procedures identified in section 5.8.2 of the West Virginia University Faculty Handbook.

Graduate Faculty Membership Form

<http://www.hsc.wvu.edu/media/3744/graduate-faculty-membership-form-2015.pdf>

Approved March 17, 2015, by the WVU HSC Graduate Council.