

# **Proposal for Graduate Faculty at NJIT**

Approved by the Faculty Council on September 11, 2008

The following guidelines are proposed for a Graduate Faculty at NJIT.

## **Eligibility for Graduate Faculty Status**

- All tenured and emeritus faculty members are eligible for membership in the Graduate Faculty. For tenured and emeritus faculty members, Graduate Faculty membership is considered and approved by the departmental or school Promotion and Tenure Committee in the department or school of their primary appointment, endorsed by the dean of the college in which department resides, and appointed by the Provost. Qualified tenured or emeritus members of the Graduate Faculty tenure-track faculty are appointed for a term of five years. Reappointment is considered every five years.
- Non-tenured tenure-track faculty members are automatically conferred membership in the Graduate Faculty upon being hired. One additional five year term is automatically granted if and when tenure is awarded. Subsequent terms are granted after consideration as specified in the first bullet above.
- Non-tenure-track faculty members (e.g., research professors, university lecturers, research scientists or engineers, adjunct faculty, faculty from other institutions) and non-NJIT faculty in federated departments may be appointed to the Graduate Faculty for a finite but renewable term of five years.
  - Such candidates for Graduate Faculty are approved by the Graduate Faculty members of the department, school or interdisciplinary program, endorsed by the appropriate dean of the college or school, and appointed by the Provost.
  - Normal qualifications for appointment are a doctoral degree or accepted terminal degree in the relevant field, and evidence of recent scholarly activity such as peer reviewed journal publications, publication of scholarly books or book chapters, editorial activities, externally-funded research grants, or the equivalent.
  - If the candidate does not hold a doctoral degree, there must be demonstrable evidence of relevant qualifications or experience showing that the candidate can positively contribute to the degree granting program.

- For the purpose of Graduate Faculty activities, all Graduate Faculty members may be associated with a department, school or interdisciplinary program outside of their primary department, school or interdisciplinary program appointment, or to more than one department, school or interdisciplinary program. Such affiliations are established through the normal process.
- Graduate students or students in matriculated degree programs are not eligible for membership in the Graduate Faculty. (This includes students who are also serving as adjunct faculty or other dual roles.)

### **Privileges and Responsibilities of Graduate Faculty**

- Only Graduate Faculty members may have primary responsibility for delivery of graduate-level courses (i.e., responsibility for conduct and quality of the course).
- Tenured and tenure-track NJIT faculty and research professors are, upon appointment to the graduate faculty, eligible to serve as primary advisor for a Ph.D. dissertation or masters thesis.
- Other non-tenure track Graduate Faculty members may have primary responsibility for delivery of graduate courses and serve on dissertation committees, but they are not eligible to serve as primary advisor for a Ph.D. dissertation or masters thesis, or to chair a doctoral dissertation committee, unless approved by the Graduate Faculty of the relevant department, school, or interdisciplinary graduate program.
- A Ph.D. dissertation or masters thesis may be co-advised by a Graduate Faculty member who is not tenured or tenure-track faculty.
- Other members of doctoral dissertation and masters thesis committees (other than committee chairs) need not be members of the Graduate Faculty, and such membership must be approved by the chair of the degree granting unit or by the Graduate Faculty of the department, school or interdisciplinary program. Doctoral dissertation and masters thesis committees must be formed in accordance with the current approved policy on the makeup of thesis and dissertation committees as described in the university catalog.