

**FLORIDA ATLANTIC UNIVERSITY
COLLEGE OF EDUCATION
GRADUATE FACULTY STATUS INFORMATION**

LEVEL A: Chair a Doctoral Committee. Provide evidence documenting:

1. Rank of Associate or Full Professor (e.g. Curriculum Vita).
2. Knowledge base relevant to field of study (e.g. Curriculum Vita).
3. Serve as a member of at least one doctoral committee to completion (e.g. signature page from student's Dissertation).
4. Completion of a Human Subjects Training Course (e.g. CITI Training certificate).
5. Active involvement in graduate teaching (e.g. list 1 graduate course taught in the last 5 years) **OR** graduate mentoring (e.g. list the names of three advisees and the degree sought).
6. Active involvement in scholarly or creative activity; provide evidence of a continuous record of research and scholarly activity as demonstrated by: any **combination** of the bulleted items below **totaling 5 within 5 years OR** Author one book, marketed by a publisher, unsubsidized by the author (expressly excludes products such as anthologies, monographs, and research reports).
 - Grants- Writing both funded and unfunded grants; reviewing grants both in and out of the university (e.g. copy of grant, invitation or acknowledgement of grant review letter).
 - Publications- Articles in peer reviewed journals or book chapters in a book marketed by a publisher, unsubsidized by the author (expressly excludes products such as anthologies, monographs, and research reports). (e.g. copy of the article and information regarding refereed status of the journal or copy of the book chapter with information about the publisher).
 - Presentations- Peer reviewed presentations at the state, national or international level (e.g. copy of conference program cover, page(s) on which your presentation is listed, and evidence on the peer reviewed nature of the presentation).
 - Creative Activities- Juried exhibitions of creative work at the state, national or international level (e.g. copy of conference program cover, page(s) on which your presentation or creative activity is listed, and evidence on the peer reviewed nature of the presentation or creative activity).
 - Editor, Editorial Board member or Field\Manuscript Reviewer for academic journal (e.g. printed copy of evidence supporting your role in this category).
7. Departments within the College of Education may, by a vote of the Graduate Faculty within that department, require additional evidence or experience to chair doctoral dissertation committees.

LEVEL B: Serve as a Member of a Doctoral Committee. Provide evidence documenting:

1. Rank of Assistant Professor or higher (e.g. Curriculum Vita).
2. Completion of a Human Subjects Training Course (e.g. CITI Training certificate).
3. Active involvement in graduate teaching (e.g. list 1 graduate course taught in the last 5 years) **OR** graduate mentoring (e.g. list the names of three advisees and the degree sought).
4. Active involvement in scholarly or creative activity; provide evidence of a continuous record of research and scholarly activity as demonstrated by: any combination of the categories below **totaling 3 within 5 years.**
 - Grants- Writing both funded and unfunded grants; reviewing grants both in and out of the university (e.g. copy of grant, invitation or acknowledgement of grant review letter).

- **Publications-** Articles in peer reviewed journals or book chapters in a book marketed by a publisher, unsubsidized by the author (expressly excludes products such as anthologies, monographs, and research reports). (e.g. copy of the article and information regarding refereed status of the journal or copy of the book chapter with information about the publisher).
- **Presentations-** Peer reviewed presentations at the state, national or international level (e.g. copy of conference program cover, page(s) on which your presentation is listed, and evidence on the peer reviewed nature of the presentation).
- **Creative Activities-** Juried exhibitions of creative work at the state, national or international level (e.g. copy of conference program cover, page(s) on which your presentation or creative activity is listed, and evidence on the peer reviewed nature of the presentation or creative activity).
- **Editor, Editorial Board member or Field\Manuscript Reviewer for academic journal** (e.g. printed copy of evidence supporting your role in this category).

LEVEL C: Chair/Member of a Specialist/Master Committee. Provide evidence documenting:

1. Rank of Assistant Professor or higher (e.g. Curriculum Vita).
2. Completion of a Human Subjects Training Course (e.g. CITI Training certificate).
3. Record of publication and research as follows:
 - One article in a refereed or national journal within the last five years (e.g. copy of the article and information regarding refereed status of the journal). **AND**
 - Actively engaged in on-going research activity within the last five years (e.g. copy of IRB approval, or exemption, for research activity and/or copy of research grant or proposal).

Pages 3-4 of this document, along with appropriate documentation and Form 1 from the Graduate College, *must be submitted to the COE Dean's Office no later than two weeks prior to a scheduled COE Graduate Programs Committee meeting* for consideration.* In addition to the criteria stated above, faculty are normally required to be on the Florida Atlantic University faculty for one year prior to seeking graduate faculty status. A faculty member who has graduate experience from another institution or who has served as a member or a chair of doctoral committees at another accredited college/university may be exempt from the one year waiting period, provided he/she has the recommendation of the department chairperson. Expedited review can be completed if the faculty applicant has held the same level of Graduate Faculty Status for two or more consecutive periods (see application for details). For additional detail about this procedure, please refer to the COE Faculty Handbook, Graduate Faculty section. * Scheduled meeting dates can be found at: <http://coe.fau.edu/FacultyStaff/committees/gpc/default.aspx>