



SECTION ONE

Please type or select the requested information. Complete sections one and two of the form and submit to your department chair with a copy of your current CV, resume, or most recent PDR, section 2.

General Information

Name: [Last] [First] [M]
Department: [] Campus Address: []
College/School: [] Year of Hire: []

Status (Check One) (See page 2 for faculty appointment type.)

- Regular Graduate Faculty
Associate Graduate Faculty

SECTION TWO

Highest Degree Awarded: [] Date: []
Credits beyond Highest Degree: []
Years of Teaching Experience: []

SECTION THREE

Department
College/School Dean
Graduate Dean
[] Recommended
[] Not Recommended
Department Review Committee
College/School Dean
Graduate Dean
Date

Department chairs should upload completed form (sections 1-2) and documentation to the School of Graduate Studies One Drive file for the department. To have the link resent, email mjguentzel@stcloudstate.edu

RATIONALE

St. Cloud State University endeavors to follow the guidelines of the Higher Learning Commission (HLC) regarding faculty criteria for graduate and doctoral programs. The HLC guidelines include that “faculty teaching in graduate programs should hold the terminal degree determined by the discipline and have a record of research, scholarship or achievement appropriate for the graduate program” as well as, “faculty guiding doctoral education should have a record of scholarship and preparation to teach at the doctoral level. Research and scholarship should be appropriate to the program and degree offered.”

POLICY

In keeping with the HLC guidelines and in consideration of our broad spectrum of advanced degrees and credentials, St. Cloud State University has established the Graduate Faculty Status. Only those granted Graduate Faculty Status may teach graduate courses, mentor and advise graduate students, and direct graduate-level independent studies. It is expected that those granted Full Graduate Faculty Status will possess specific qualifications and experience, will maintain an active program of scholarly or creative achievement or research activity, and will be involved in the full spectrum of graduate training (i.e., supervising masters or doctoral research or culminating experiences, serving on program committees, chairing committees, etc.).

St. Cloud State University has a systematic approach to monitor and evaluate the qualifications necessary to obtain and maintain Graduate Faculty Status. Appointment or renewal of Graduate Faculty Status follows an established review process and status may be revoked for cause, such as for academic misconduct or at the substantial recommendation of the Academic Dean or the Provost.

Graduate Faculty Appointment: Types and Rights

The two types of appointments to the Graduate Faculty are Full Graduate Faculty Status and Associate Graduate Faculty Status.

Full Graduate Faculty Status: The Full Graduate Faculty Status is primarily for faculty appointed in a tenure-track or tenured position at St. Cloud State who regularly and broadly participate in the training of graduate students. Faculty with Full Graduate Faculty Status may:

- Teach master’s and doctoral level graduate courses
- Serve as directors of master’s and/or doctoral programs
- Mentor and serve on master’s and/or doctoral thesis or dissertation committees or other culminating experiences
- Direct graduate-level independent studies
- Advise master’s and/or doctoral students in program of study
- Serve on Faculty Association (FA) or departmental graduate committees

Associate Graduate Faculty Status: The Associate Graduate Faculty Status is primarily for non-tenure track faculty, part or full-time fixed-term non-probationary faculty (FTNP), or adjunct faculty. This status may also be sought by faculty appointed in a tenure-track or tenured position, probationary or permanent MSUAASF service faculty, and administrators at St. Cloud State who do not broadly participate in the training of graduate students. Non-St. Cloud State University faculty who may be periodically invited to serve on graduate thesis or dissertation committees may also seek this status as an adjunct or volunteer. Faculty with Associate Graduate Faculty status may:

- Teach master’s and/or doctoral level graduate only courses
- Teach double numbered graduate courses
- Serve on master’s and/or doctoral thesis or dissertation committees or other culminating experiences

Under special circumstances, if recommended by the department and the College/School Dean and approved by the School of Graduate Studies, faculty with Associate status may:

- Serve as directors of master’s and/or doctoral programs
- Direct graduate level independent studies
- Advise master’s and/or doctoral students in program of study
- Serve on departmental graduate committees

View SCSU’s complete Graduate Faculty Policy here: <https://www5.stcloudstate.edu/Policies/SCSU/Viewer.aspx?id=118>