Application/Recommendation for Membership on the Graduate Faculty

Annual Deadline to Apply – October 1st

Please submit in typed format only.

Name: ___________________________ Date: ___________________________

L-number: ___________________________ LU email address: ___________________________

Department: ___________________________ Rank: ___________________________ P.O. Box: ___________________________

Check One: (T) Tenured (TT) Tenure Track (NT) Non-Tenure

Full-Time Faculty Part-Time Faculty / Terminal Degree: Yes No

Current Classification: ___________________________ (Full, Initial, Associate, Special, None)

Classification Sought:

☐ Full (5 years): Full membership is restricted to tenured faculty members with a terminal degree. Additional qualifications include recent scholarly/creative production, professional development, effective graduate teaching, and recommendation from the department or program graduate faculty, department chair, and college dean.

☐ Initial I (3 years), Initial II (renewable for an additional 3 years): Initial membership is restricted to tenure-track faculty members with a terminal degree. Additional qualifications include recent scholarly/creative production, professional development, effective graduate teaching, and recommendation of department or program graduate faculty, department chair, and college dean.

☐ Associate (2 years): Associate membership is restricted to visiting, clinical, part-time, and adjunct faculty not meeting all criteria for Full or Initial membership. Requirements are terminal degree or master’s with appropriate credential or license, professional development and/or scholarly/creative production, effective teaching in graduate or credentialed field, recommendation of the department or program graduate faculty chair and college dean. Associate members may teach graduate courses and serve on dissertation, thesis, or graduate project committees, but they may not serve as chair of those committees. The Associate members may not vote in the deliberations of the Graduate Faculty and cannot serve on the Graduate Council.

☐ Special (up to 1 year): Special membership may be granted to faculty members not qualifying under other classifications or who apply after the Graduate Faculty Applications (G-4) deadline. Qualifications for this membership category include professional development, and/or scholarly creative production, effective teaching in the field or practical experience as relevant and warranted by extraordinary cases, as noted below under Appointment, and recommendation of program or department graduate faculty, department chair, and dean of academic college. Appointment: One-time requests may be approved by the Dean of Graduate Studies for one year. Subsequent requests by the same person are not generally permitted and must be reviewed by the Graduate Faculty Review Committee and the Graduate Council and approved by the Dean of Graduate Studies. In extraordinary cases, Special Membership may be granted to non-faculty who have practical experience required by a student for thesis/dissertation research or field study. Special Members may not be permitted to vote in the deliberations of the Graduate Faculty and cannot serve on the Graduate Council, but the University’s individual colleges and departments may determine whether Special Members will be allowed to vote in their deliberations. Please specify if you are currently a current Lamar University faculty member. Yes No

It is expected that faculty with Special membership who qualify for other membership categories will apply for the appropriate category prior to the next review.

p.1
Attach additional sheets if necessary.

I. **Education:** list all degrees, institutions, dates (If you have previously applied, only list highest degree completed, institution, and date)

II. **Certifications for Associate and Special Membership:** list relevant certifications, licenses, and other professional qualifications.

III. **Experience:** Graduate instruction in the last 5 years

   A. **Graduate Courses Taught**
      - [ ] No experience, no courses taught
      - [ ] Fewer than 5 graduate courses taught
      - [ ] 5 to 10 graduate courses taught
      - [ ] More than 10 graduate courses taught

   B. **Oral and Written Examination Committees**
      - [ ] None
      - [ ] Fewer than 5
      - [ ] 5 to 10
      - [ ] More than 10

   C. **Theses, Field Studies, and/or Dissertations Directed**
      - [ ] None
      - [ ] Fewer than 5
      - [ ] 5 to 10
      - [ ] More than 10

   D. **Thesis, Field Study, and/or Dissertation Committee Membership** (excluding those committees in which you served as Director).
      - [ ] None
      - [ ] Fewer than 5
      - [ ] 5 to 10
      - [ ] More than 10
E. Graduate Teaching Effectiveness: If you have engaged in the following activities, please list those activities below. *If applying for Full Membership, present information relating only to last five years.*

Involvement of graduate students in research, creative, and scholarly activities.

Innovative use of graduate teaching assistants.

Co-authoring of papers/presentations *with* graduate students (if presented at an association meeting or submitted for publication, or published, please present full bibliographical information - see section IV)

Distinct teaching projects which directly involved graduate students.

Teaching awards earned.

F. Contributions to Graduate Programs (involvement in the creation of new graduate degrees, development of new graduate courses, graduate recruitment efforts, etc.).
IV. **Scholarly Activity**: Please list your research, publications, creative works/performances, grants, etc. Give full bibliographical information (authors, year, title of article, journal name, volume); indicate whether or not work was refereed/juried/peer reviewed. List grants received and creative works completed. Attach additional sheets if necessary. *If applying for Full Membership, present information relating only to last five years.*

V. **Professional Development**: Please list attendance at professional meetings, workshops, seminars, credit courses, and completion of additional graduate work, degrees, or certificates, or any professional activity which has allowed you to maintain a current perspective in your discipline.
VI. Applicant:

   Signature ____________________________   ______________________ Date

IV. Chair and Dean Recommendation: Select either option

**I recommend** this candidate for graduate faculty membership and, in the case of applicants for Full and renewed Initial Membership, certify that the graduate faculty of the candidate's department or program have provided input concerning this action.

   Department Chair ____________________________   ______________________ Date

   College Dean ____________________________   ______________________ Date

**I do not recommend** this candidate for graduate faculty membership. In the case of applications for Full and renewed Initial Membership, I have considered input from the graduate faculty of the candidate's department or program.

   Department Chair ____________________________   ______________________ Date

   College Dean ____________________________   ______________________ Date