

GRADUATE FACULTY MEMBERSHIP AND PRIVILEGES

I. To be a member of the Graduate Faculty at The University of Mississippi Medical Center, an individual must have

- A. a doctoral degree such as a PhD or its equivalent,
- B. an academic rank of Assistant Professor or higher as full time or affiliate faculty of University of Mississippi Medical Center, and
- C. approval of program governing body.

II. THE PROCESS.

A. To attain membership, a letter of nomination must be submitted to the Dean of the Graduate School by the applicant's Program Director. The letter should detail the persons qualifications for graduate faculty membership in terms of teaching effectiveness, scholarship (including research record and scholarly publications), success in obtaining extramural funding, administrative skills, and other relevant information appropriate to the field of study (e.g., service on national review panels, etc.). In addition to the letter, the nominee's *Curriculum Vitae* (CV) must also be attached. The CV should include previous training and employment, a list of publications, courses taught, students mentored, grant support obtained, and other relevant information.

B. Following receipt of the nomination letter and CV, the Dean of the Graduate School or his/her designee will review the documents and, if acceptable, will approve. The Dean will also inform the Graduate Council. Admission to the graduate faculty requires a strong publication record. Minimally, graduate faculty must have the equivalent of five first author, single author, or senior author publications in peer-reviewed journals. In addition, two co-authored publications in which the applicant is a "middle author" should be considered equivalent to one first/single/senior authored work. Chapters and review

articles in journals, serial publications, and books represent scholarly activity and will be considered as peer-reviewed publications. However, case reports, trade or commercial publications, or publications in state dental or medical journals, or non-peer-reviewed publications are not acceptable. Based on review of the credentials, the Dean of the School of Graduate Studies will decide whether the individual shall be approved for Graduate Faculty membership.

- C. **Graduate Faculty Membership.** Appointments to the Graduate Faculty are open-ended. However, graduate faculty membership may be revoked for those who do not maintain active involvement with graduate students as mentors, committee members, or active research scientists. In those cases, the relevant program director can submit a recommendation to the Dean that the identified individual be removed from the graduate faculty. Removal requires the Dean's approval and a two-thirds vote of the Graduate Council.

III. SUPERVISION OF DOCTORAL AND MASTER'S STUDENTS AND MEMBERSHIP ON EXAMINING COMMITTEES

- A. **Doctoral Advisory Committees:** Only members of the Graduate Faculty may serve as chairs of PhD advisory committees. However, with permission of the Dean of the Graduate School, individuals from outside the University of Mississippi Medical Center (UMMC) or UMMC faculty who are not members of the Graduate Faculty may serve as members of a student's advisory committee. For non-graduate faculty wishing to serve on an advisory committee, the chair of the student's committee should submit a copy of the individual's CV and a letter to the Dean of the Graduate School describing the individual's qualifications for service on the committee.
- B. **Master's Degree Committees:** Only members of the Graduate Faculty may serve as chairs of MS advisory committees. However, as noted above, non-graduate faculty may serve as members of these committees with the permission of the Dean of the Graduate School.

IV. GRADUATE COURSES

Only members of the Graduate Faculty may offer or coordinate graduate courses; other UMMC faculty may, however, participate in teaching graduate level courses.

Proposed Revisions: March 27, 2015