

# GRADUATE COUNCIL - GRADUATE PROGRAM GOVERNANCE

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The programs of graduate studies are offered by the University through its respective colleges under the direction of the deans of the colleges, the Deputy Provost, and the overall administration, coordination, and supervision of the Provost and Executive Vice President for Academic Affairs, according to policies, procedures, and programs established by the Graduate Council and approved by the President and the Board of Trustees.

The Graduate Council is composed of the following: two graduate faculty from the College of Arts, Sciences, and Engineering; two graduate faculty from the Sanders College of Business and Technology; two graduate faculty from the College of Education and Human Sciences; two graduate faculty from the Anderson College of Nursing and Health Professions; and four graduate student representatives, one from each of the academic colleges. The Deputy Provost, the deans (or their designee) of colleges offering courses for credit, the Registrar, the University Librarian, the graduate program coordinator for the Master's of Professional Studies degree, and the SACSCOC Accreditation Liaison will serve as ex-officio members of the Council.

The Graduate Council reviews graduate issues, graduate faculty applications, etc., on a continuous basis; recommends policies, procedures, regulations, programs, and courses for graduate studies; serves as a board of appeal on graduate matters; annually nominates and selects representatives from the Graduate Faculty to the Graduate Council; and communicates its deliberations and findings to the President, and after discussion with the President, to the university community.

## Graduate Faculty Selection Policy

The Graduate Faculty is composed of the President of the University, the Provost and Executive Vice President for Academic Affairs, the Deputy Provost, the University Librarian, the deans and associate/assistant deans of colleges offering courses for graduate credit, the chairs of departments offering graduate 500 level and above courses, and other graduate teaching faculty appointed by the Provost and Executive Vice President for Academic Affairs on the recommendation of the Graduate Council.

Policies for selection to the graduate faculty are as follows:

1. The prospective graduate faculty member should possess the terminal degree in the field of teaching.
2. Persons not holding the terminal degree but having special expertise may be considered for graduate faculty status with proper justification for a five-year period. Graduate faculty standing in this category will be reviewed at the end of the spring semester of the fifth year.
3. Faculty selected for graduate faculty status should, in addition to holding the terminal degree in field, possess credentials showing research, publications, or scholarly presentations; membership and activity in professional societies; or a performance record in relation to the performing arts. Obviously, faculty may not show extensive credentials in all of these areas as criteria for selection but should show sufficient evidence in one or more of the areas to qualify

them for the graduate faculty designation. In rare circumstances, upon approval of the dean of the college and SACSCOC Liaison respectively, exceptions may be granted to College of Education and Human Sciences internship supervisors who hold an Ed.S. or a master's degree and additional qualifications, such as National Board Certification, relevant experience, etc.

4. Faculty who are designated as graduate faculty should be involved in the regular teaching of graduate classes.
5. Graduate faculty standing should be endorsed by the department chair and college dean before being submitted to the Graduate Council. The Graduate Council will recommend which names should be submitted to the Provost and Executive Vice President for Academic Affairs for designation as graduate faculty. During periods when the Graduate Council does not meet (e.g., summer semester; intersessions) applications will be reviewed by a committee composed of one associate dean from each of the four academic colleges.

Separate syllabi for undergraduate and graduate courses must be established to better show the differences between undergraduate and graduate requirements for these courses. In addition, it is the responsibility of the respective dean to monitor this requirement for separate syllabi. In order to serve as a member of the Graduate Faculty, faculty must conform to this requirement of separate course requirements between undergraduate and graduate students.