

UNIVERSITY OF OKLAHOMA

Department of Educational Leadership and Policy Studies

Adult and Higher Education  
Educational Administration, Curriculum and Supervision  
Historical, Philosophical and Social Foundations

MEMORANDUM

TO: Ann Parker, Graduate College

FROM: Grayson Noley, Graduate Liaison and Chair

SUBJ: Graduate Faculty

DATE: March 19, 1999

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**RECEIVED**

MAR 22 1999

Graduate College

Attached are our corrections to your current list of Graduate Faculty members for our Department. Also attached is a copy of our current criteria for Graduate Faculty. If you require further information please let me know. Thank you.

## PART THREE: GRADUATE FACULTY STATUS

### Introduction

A revised Charter of the Graduate Faculty of the University of Oklahoma was approved by the OU Board of Regents on March 8, 1984. One of the provisions of the charter requires the development of criteria for determining those Members of the graduate faculty who will serve as directors of doctoral dissertations. The relevant section of the charter which addresses this issue is ARTICLE IV, Section 2a which reads as follows:

Member — This status shall be granted to faculty members who are judged to be qualified to teach graduate level courses, serve on master's committees and direct master's theses. Those who possess the doctoral degree or compensating experience and expertise may also serve on doctoral committees. When recommended by the department and approved by the Dean of the Graduate College, these Members may also direct and/or co-direct doctoral dissertations. (NOTE: The basic principle in determining who may direct dissertations should be that only those who are actively involved in research/creative activity should direct the original work of others. Criteria to determine this could include research publications, refereed exhibits and/or performances within a relevant time span, appropriate professional experience in the field, regional or national level presentations representing significant addition of new knowledge, or unique application(s) of existing knowledge in the solutions of problems pertinent to the contributor's discipline). To be granted Member status, a faculty member must have the appropriate educational background and be engaged in scholarly research/creative activities of sufficient quality to merit professional recognition. (NOTE: Each department is to recommend to the Dean of the Graduate College what constitutes "appropriate educational background" and "scholarly research/creative activities of sufficient quality" to meet professional recognition.

Following is a policy statement adopted by the Department of Educational Leadership and Policy Studies.

### Purpose

The purpose of the Graduate Studies committee is to carry out the functions of the Graduate Faculty Committee required by the Charter of the Graduate Faculty and to study, review, or make recommendations to the faculty of the Department regarding matters or procedures that affect the quality, standards, or consistency of graduate studies.

The Graduate Studies Committee will be guided by the intent of the Department faculty to recommend those graduate faculty Members who are actively involved in the scholarly process to be directors of doctoral dissertations. It is recognized that different disciplines and program areas may require slight differences in emphasis in the way scholarship is identified, but the central focus should be common to all scholars. While it is recognized that certain kinds of professional experience in the field are valuable and often required, professional field experience shall include the attributes of scholarship noted below in order to be considered appropriate for consideration under section C. Scholarship is defined as the development, analysis or synthesis of new knowledge or unique applications of existing knowledge, and the sharing of this knowledge with peers following scrutiny by professional colleagues.

### Graduate Faculty Criteria

- A. Department faculty members with a professorial appointment (regular or adjunct) will be

recommended for appointment as a Member of the graduate faculty if they possess a doctoral degree in a field relevant to their appointment or have compensating experience as evidenced by documented contribution or recognition in professional education or a related field. Graduate faculty members are approved to teach graduate level courses, serve on master's committees, and direct master's theses.

B. Graduate faculty Members who possess an earned doctoral degree from a regionally accredited institution of higher learning may also serve on doctoral committees.

C. New faculty members who possess the doctoral degree and have functioned in graduate programs in other institutions for at least two years, or have had previous experience in doctoral student advisement, and/or who have demonstrated their ability to conduct research and other scholarly activity through their publication record in recent years, will be approved to chair doctoral committees upon acceptance on the faculty. Such faculty must meet the following criteria established by the Department for this purpose.

1. Evidence of scholarship as indicated by publication of three articles in monitored\* nationally recognized journals within a five year interval prior to evaluation.

This criterion is also intended to provide a reference point for evaluating other scholarly activities which have wider variance in the degree of scholarship exhibited. Therefore, documentation supporting the equivalence of the following kinds of scholarly activities to meet part of the requirement above will be evaluated by the Graduate Studies Committee.

- a. Scholarly books
- b. Book chapters or monographs that are recognized by colleagues as contributions to the professional literature
- c. Funded external grants or contracts
- d. Papers that undergo the refereeing process presented at national or international conferences
- e. Exhibits which have documented development, that also represent new knowledge or unique applications of existing knowledge (e.g., original computer programs, use of other electronic and traditional media, computer/video interactive designs, and other products).

\*This term is intended to include those forms of quality control normally used in academic journals (e.g. refereeing, editorial selecting, or other forms of professional review).

2. Exceptional contributions in the areas listed below may be judged equivalent for partially meeting the criteria described.
  - a. Papers presented at regional conferences of professional organizations
  - b. Articles or papers accepted by and distributed through the

- ERIC system
- c. Significant articles published in journals of limited circulation or recognition
  - d. Invited papers or consultations on topics of expertise
  - e. Awards or recognition for contributions to knowledge
  - f. Activities on editorial boards, conference program committees, grant proposal review committees, or similar assignments that require significant evaluation of current scholarly production in one's academic specialty
  - g. Other activities, as identified by the graduate Faculty Member, that provide a direct indication of current scholarship of merit consistent with the perspective put forth earlier in this document
3. After July 1, 1987, only those scholarly activities listed under 1 will be considered except in unusual circumstances and when supported by a recommendation from the Dean of the College of Education.

#### Procedures

Each Member of the graduate faculty may submit his or her vita to the Graduate Studies Committee to determine eligibility for directing doctoral dissertations.

All Members who meet the criteria listed above will be recommended to the Graduate Dean as dissertation directors for a five year period from the date of approval. Members who are not considered eligible may continue directing doctoral dissertations of student for whom they have already accepted responsibility as committee chair but they may not serve as committee chair for new students. Individuals who do not meet the criteria may apply for consideration at any time they have additional evidence attesting to their eligibility to direct dissertations. Every five years it will be the responsibility of each graduate Faculty Member to maintain his/her eligibility to direct doctoral dissertations by a timely submission of a current vita and supporting documentation to the Graduate Studies Committee for evaluation.

The Graduate Studies Committee shall be responsible for appropriate record keeping and the transmission or results of such evaluations to the Dean of the Graduate College.