

**DEPARTMENT OF HEALTH AND EXERCISE SCIENCE
CRITERIA FOR ENTRY GRADUATE FACULTY MEMBERSHIP
AND
MEMBERSHIP RETENTION TO DIRECT THESES AND DISSERTATIONS**

Criteria developed by Department of Health and Exercise Science to determine eligibility and retention of Graduate Faculty to appropriate membership levels.²

M0: Graduate Faculty Membership: May teach graduate courses

1. The faculty member must, at minimum, hold the degree of the level of the course that s/he is approved to teach. A faculty member that is approved to teach a 5000 level course must have a master's degree and a faculty member who is approved to teach a 6000 level course must hold a doctorate (usually a PhD) or equivalent in the area of study/research.
2. The faculty member must hold an appointment (tenure track or adjunct) in the Department of Health and Exercise Science.
3. The faculty member must have special knowledge in the area of instruction and is judged qualified to teach graduate level course by the Graduate Faculty Review Committee.¹
4. Doctoral level faculty can supervise non-thesis research projects

M1: Serve on or Direct Master's Thesis

1. The faculty member must be qualified to hold Graduate Faculty membership as stated above.
2. The faculty member must show evidence of scholarly activity as indicated by at **least five of the following activities (3 of which must be peer reviewed journal publications)** during the previous seven years:
 - a. scholarly book, monograph, manual, chapter, essay
 - b. article in an appropriate refereed journal
 - c. approved/funded grants or contracts to support candidate's research
 - d. refereed abstract/national presentation
 - e. other activity that is individually evaluated and approved by the Graduate Faculty Review Committee in consultation with the faculty member¹
3. The faculty member must have served on at least 2 Master's thesis committees before independently chair a committee – otherwise, he/she must co-chair his/her first Thesis Committee with a faculty member who has chaired a committee previously

M2: Serve on Doctoral Committees

1. The faculty member must be qualified to hold Graduate Faculty membership as stated above.
2. The faculty member must show evidence of ongoing scholarly activity as indicated by at **least seven of the following activities (3 of which must be peer reviewed journal publications)** during the previous seven years:
 - a. scholarly book, monograph, manual, chapter, essay

- b. article in an appropriate refereed journal
- c. approved/funded grants or contracts to support candidate's research
- d. refereed abstract/national presentation
- e. other activity that is individually evaluated and approved by the Graduate Faculty Review Committee in consultation with the faculty member¹

M3: Direct Dissertations

1. The faculty member must be qualified to hold Graduate Faculty membership as stated above.
2. The faculty member must have chaired at least 1 or served on 3 Master's committee's or otherwise must co-chair his/her first Dissertation Committee with an appropriate faculty member
3. The faculty member must show evidence of scholarly activity (as indicated by at least seven of the following activities (5 of which must be peer reviewed journal publications) during the previous seven years:
 - a. scholarly book, monograph, manual, chapter, essay
 - b. article in an appropriate refereed journal
 - c. approved/funded grants or contracts to support candidate's research
 - d. refereed abstract/national presentation
 - e. other activity that is individually evaluated and approved by the Graduate Faculty Review Committee in consultation with faculty member¹

SM: Special Member

1. A faculty member who does not meet the above criteria (i.e., does not have a full time appointment at OU), but who is particularly qualified to serve on specific thesis or dissertation committees or teach specific graduate courses may be appointed as a Special Member of the HES Graduate Faculty for a limited time period.
2. The faculty member will have all the privileges of M0 and may serve on a thesis or dissertation committees with approval from the Graduate Faculty Review Committee.
3. The Special Member appointment will extend for one year, and if necessary, may be renewed for another year.
4. The faculty member with SM status may not chair a thesis or dissertation committee.

ENDNOTES:

¹ The Graduate Faculty Review Committee will consist of tenured faculty members of both the Departmental Graduate Committee and 'A' Committee and will be chaired by the Graduate Faculty Liaison. Reviews and the determination of appointments at each level (M0, M1, M2, or M3) will be determined by this committee. Faculty members can petition for a request to be re-evaluated regarding their graduate faculty status on an annual basis.

There will be an April 1 deadline to petition for a change or for a renewal of Graduate Faculty Membership.

- 2 In addition to meeting the criteria for a given membership designation, graduate faculty who have already directed graduate student research will be evaluated, when necessary, by the Graduate Faculty Review Committee and be evaluated on their previous performance in terms of (a) the quality of guidance given their students, and (b) the timely completion of the program of study.
- 3 Per Graduate College recommendation, appointments will be for the standard 7 year appointment period. The Graduate Committee will periodically review faculty qualifications to determine if status should be altered during that time frame.