

Graduate Faculty Membership Criteria Mewbourne School of Petroleum and Geological Engineering

Revised

The following criteria are established to determine the eligibility, responsibilities, retention, reappointment, and rescission of graduate faculty membership in the Mewbourne School of Petroleum and Geological Engineering (MPGE), by the Graduate Faculty Committee (GFC), which consists of the Petroleum and Geological Engineering Graduate Liaison, the Natural Gas Engineering and Management Graduate Liaison, and two other faculty members voted on by the MPGE graduate faculty.

Membership and Term: MPGE grants two types of graduate faculty membership:

1. Regular Membership with RM status – The term of a RM will be no more than 7 years
2. Special Membership – The term of a SM will be no more than 2 years.

Appointment process: To be appointed as a Regular Member of the MPGE graduate faculty, the faculty member must have earned a doctoral degree and hold a full-time tenure-track appointment in the school. MPGE faculty members shall be automatically considered for the membership at the time of their employment with an appropriate RM status. All requests for special membership on the MPGE graduate faculty will be reviewed by the GFC to ensure that the status and privileges are appropriate.

Appointment criteria:

Privilege	RM Status	SM Status
Authority to teach classes	RM 0: Must hold a full-time tenure-track appointment in MPGE or receive approval from the GFC.	Doctorate or tested experience.
Authority to serve on master's committees	RM 1: Must hold a full-time tenure-track appointment in MPGE or receive approval from the GFC.	Doctorate or tested experience.
Authority to chair non-thesis master's committees	RM 2: Must hold a full-time tenure-track appointment in MPGE or receive approval from the GFC.	SMs can't chair non-thesis committees.
Authority to serve on doctoral committees and/or chair master's thesis committees	RM 3: Must hold a full-time tenure-track appointment in MPGE.	Doctorate or tested experience needed to serve on doctoral committees. SMs can't chair thesis committees.
Authority to chair doctoral committees	RM 4: Must hold a tenure or tenure-track appointment in MPGE.	SMs can't chair dissertation committees.

Terminal degree(s): A PhD in a STEM discipline (including Geology and Geophysics) is considered a terminal degree.

Tested experience criteria: Those not eligible for RM appointment and do not hold a Terminal Degree can become eligible for Special Member status with defined privileges based on demonstrating expert knowledge (Tested Experience) in their research area. Tested Experience is defined as extensive experience related to the topic of the course or thesis/dissertation and must be reviewed and approved by the GFC.

Continuing research, scholarly, or creative activity: RM4 status will be reserved for faculty who demonstrate active, sustained research effort, as judged by publication, grants and grant applications, and conference/invited presentations.

Teaching and mentorship expectations: The basic academic responsibility stated in Section 3.2.2 of OU Faculty Handbook is expected of all graduate faculty members. Specifically, the expectations of quality mentorship include but are not limited to

- Meeting with students at least annually.
- Providing timely feedback of written materials.
- Placing an emphasis on the professional development and career plans of the student.

Regular performance review: Every spring, Committee A reviews the teaching, research, and service of our full-time faculty. To be in good standing with the department, all members of our faculty are expected to make progress every year in teaching classes, publishing papers, guiding students through graduation, and contributing their service workload. Adjunct faculty teaching online NGEM courses are evaluated by the NGEM Graduate Liaison and the MPGE Director.

Retention/renewal criteria and process: To continue to serve on the MPGE graduate faculty and to be reappointed after the current membership is expired, the member must be in good standing with the department and comply with Graduate College policies.

Standards and process for rescission of graduate faculty appointments or selected privileges: When reasons are brought to the attention of the Director that question an individual's Graduate Faculty status during that individual's current term, the Director will investigate the matter in a timely manner. Based on the nature of those reasons, the Director will determine whether (additional) attempts to work with the individual to correct their mentorship are warranted and can be resolved by mutual consent, or whether the conduct may warrant rescission of Graduate Faculty status. Reasons may be presented to the Director from a variety of sources including but not limited to the Graduate Committee, the Graduate Liaison, the Dean of Earth and Energy, the Office of the Provost, the Institutional Equity Office, the Graduate College, graduate students, and/or MPGE graduate faculty.

If the Director determines that the conduct may warrant rescission of Graduate Faculty status, the Director shall convey the matter and a recommendation to the Graduate Dean.

Adopted by graduate faculty membership committee, 2/3/23

Approved by graduate dean, 8/22/2023