



GALLOGLY COLLEGE OF ENGINEERING
SCHOOL OF SUSTAINABLE CHEMICAL,
BIOLOGICAL AND MATERIALS ENGINEERING
The UNIVERSITY of OKLAHOMA

Criteria for Determining Membership on the Graduate Faculty

1. To be granted membership on the Graduate Faculty, the faculty member in most cases must have the Ph.D. degree or equivalent in a field appropriate to the education and research mission of the School of Sustainable Chemical, Biological and Materials Engineering.
2. Faculty who have been granted membership on the Graduate Faculty may serve on graduate committees, teach graduate courses, and direct master's thesis research. All Graduate Faculty will serve on the School's Graduate Faculty Committee.
3. Faculty who have been granted membership on the Graduate Faculty will be eligible to direct Ph.D. dissertation (RM4 status) research provided they present evidence of continuing scholarly achievement. Minimum evidence may be demonstrated by achievement in at least two (2) of the following categories in the preceding five (5) years:
 - a. A combination of publications in refereed journals or patents issued to total three.
 - b. At least one scholarly book or review article.
 - c. At least two papers or posters at regional, national, or international research conferences.
 - d. Service as a reviewer for at least two proposals for major external funding agencies.
 - e. At least one external grant or contract to support research activities.

There are many ways in which a faculty member could meet the spirit of these requirements without necessarily meeting the numerical goals; that is, demonstrate activity in research of sufficient quality to merit professional recognition and uphold high ethical standards in all aspects of the activity. In instances where a faculty member's research achievements are considered clearly exceptional by other Graduate Faculty members in the school, the above requirements may be waived. Waiver must be recommended by the School's Graduate Faculty Committee.

4. New tenure-track faculty at the entry level will be eligible to direct Ph.D. dissertation research.

5. Committee A will originate recommendations for membership on the Graduate Faculty and recommendations for approval to direct Ph.D. dissertation research. Committee A may also recommend suspension of the privilege of directing Ph.D. dissertation research. A recommendation for suspension must be endorsed by the Graduate Faculty Committee.

Retention and Appointment

To retain the privilege to direct doctoral dissertations, the member must have demonstrated over the preceding five (5) years:

- a. Published two articles in refereed journals (no substitutions are allowed), and
- b. Performed scholarly achievement in at least two of the following five (5) categories:
 1. At least two papers presented or accepted for presentation at national and international conferences
 2. At least one scholarly book or monograph
 3. At least one funded external grant or contract to support research activities
 4. At least one patent has been issued
 5. Publication of (or acceptance of) a third refereed journal paper

If a member's privilege is revoked for failure to meet the above criteria, the faculty member must complete one MS thesis as chair and have two refereed publications within two years to be reinstated to direct dissertations. Exceptions to these requirements for retention and reappointment can be made at the discretion of the SCBME Committee A.

Special Membership Appointments:

All requests for special membership on the SCBME graduate faculty will be recommended by the Director of SCBME and/or in consultation with the SCBME Committee A. Special membership appointments will extend for a specific period of time not to exceed two (2) years. The following exceptions to the usual requirement stipulated may be made for good cause:

1. Faculty members with unranked renewable terms.

2. Faculty members who retire or resign may be recommended for special membership to continue to serve as the co-chair of existing master's and doctoral committees for one year. They may be recommended to teach graduate courses or serve as a member of master's and doctoral committees.

3. Part time instructors with a related bachelor's degree and ten (10) years related vocational or research experience, or a master's degree and five (5) years relevant vocational or research experience may be asked to teach masters-level (i.e., 5000-level) graduate courses. Such an individual should have demonstrated tested experience for professional activity in the discipline, which could have been earned in academia, industry or business. Tested experience could include: experience of research in the field of sustainable chemical, biological and materials engineering or sustainability with an appropriate track-record of publication and supervision of students; experience in the practice of sustainable chemical, biological and materials engineering or sustainability with an appropriate track record of advancement in industry; or experience in business and entrepreneurship with appropriate track record of creating business and commercializing products in the sustainable chemical, biological and materials engineering or sustainability field.

4. Faculty members with a full-time appointment at a different home institution may be granted the privilege to teach graduate courses and serve on master's thesis and doctoral dissertation committees. They must have been awarded a doctorate degree and meet the criteria for determining membership on the graduate faculty listed above.

Approved by graduate dean, December 4, 2024