



Nomination for Membership on the Graduate Faculty

See the reverse side of this form for an explanation of the different categories and Graduate Faculty Nomination procedures.

Nominee's Name (Last, First, Middle)

University ID Number - Required

Academic Rank at Home institution (if applicable)

Nominating Program

Tenure Home (Dept.) if at UM, College Park

Primary Place Employed if Not UM, College Park

Is this a renewal of prior status? Does this faculty hold appointments at UMCP or other institutions in USM?

Recommended Membership Level (select one):

- FULL, Emeriti (Emeriti renewal, 5-year term)
FULL, Intercampus (Grad School approved exception faculty with appointments at other USM institutions, 5-year term)
ASSOCIATE (UMCP Appointment in PHR required, 5-year term)
GRADUATE TEACHING (UMCP Appointment in PHR required, 5-year term)
SPECIAL (Not affiliated with the University, no UMCP appointment, 5-year term).

Department Faculty Approval Vote? YES Date

Current CV included? YES

Serving on a student's committee? YES NO

If YES, Student's Name: Doctoral Student Master's Student

Date of Defense, if known:

Nominated by Department DGS or Chair:

Director of Graduate Studies or Chair

Date

Email Address

Department's PHR Creator

The PHR Creator can check status of membership on the PHR Graduate Faculty Module and can generate a UID for a Special Member

Department's Coordinator

Graduate School Approval Dean or Associate Dean of the Graduate School

Date

# GRADUATE FACULTY MEMBERSHIP TYPES AND NOMINATION PROCESS

Complete Graduate Faculty Policy information can be found at <https://academiccatalog.umd.edu/graduate/policies/faculty-members/>

**Nomination Process:** Nominations for membership to the Graduate Faculty must be approved by the Dean of the Graduate School. Nominations are to be prepared by the Head of the home unit, on the recommendation of the Full Members of the Graduate Faculty in the unit. **Each nomination shall include a letter of support from the Head of the home unit, confirmation of approval by the Full Members of the Graduate Faculty in the unit, and current curriculum vitae.** Graduate Faculty memberships are approved for five-year terms, and may be renewed. All renewal requests are subject to the original nomination requirements. Graduate Faculty membership is terminated upon resignation or retirement.

## Membership Types

**1. Full Members:** Full Members of the Graduate Faculty are tenured or tenure-track faculty at the University of Maryland, College Park, with duties in teaching and research (Assistant and Associate Professors, Professors, Distinguished University Professors, and College Park Professors.) Membership of Graduate Faculty is automatic on appointment to the University of Maryland, College. Only tenured members of the Graduate Faculty may serve as Dean's Representatives.

**Emeritus Faculty:** Emeritus Faculty automatically continue as Full Members of the Graduate Faculty for five years after retirement. They may be renewed for additional five-year terms thereafter, subject to approval of the Dean of the Graduate School. To renew for another five years, the full nomination process is required.

**Termination of Employment:** Any Full Member of the Graduate Faculty who terminates his/her employment at the University of Maryland, College Park under honorable circumstances (and does not have Emeritus status) may for a twelve-month period following their termination serve as members and chairs and co-chairs of Dissertation and Master's Committees. They may not serve as Dean's representatives.

**Full, Intercampus Member:** Faculty of approved multi-campus Graduate Degree Programs who hold appointments at other institutions of the University System of Maryland may be nominated as a Full, Intercampus Member of the Graduate Faculty for a term of 5 years. They are approved by the Dean of the Graduate School on a case by case basis. Each request requires a complete nomination package as described above. They may not serve as Dean's Representatives.

**2. Associate Members:** Faculty with duties primarily in research, scholarship, or artistic creativity (Assistant Research Professor, Associate Research Professor, and Research Professor; Assistant and Associate Research Scientist, and Senior Research Scientist; Assistant and Associate Research Scholar, and Senior Research Scholar; Assistant and Associate Research Engineer, and Senior Research Engineer; Assistant and Associate Artist-in-Residence, and Senior Artist-in-Residence); field faculty (Agent, Senior and Principal Agent); faculty engaged exclusively or primarily in library service (Librarian 3 and 4); and additional faculty ranks (Adjunct Assistant and Associate Professor, and Adjunct Professor; visiting appointments that correspond to eligible ranks listed above; and Professor of the Practice, and University of Maryland Professor). Exceptionally, faculty in other ranks with appropriate terminal qualifications, expertise, and experience may be proposed for Associate Membership in the Graduate Faculty.

**3. Graduate Teaching:** Graduate Teaching Members of the Graduate Faculty are individuals whose primary duty is teaching. A Graduate Teaching Member is expected to have a graduate degree at a minimum. Appointment is by approval of the Dean of the Graduate School. The term of appointment is five years and is renewable upon re-nomination by the Head of the home unit after appropriate review within the unit. The appointment is terminated upon resignation.

**4. Special Members:** Special Members of the Graduate Faculty are scholars who have no official affiliation with the University of Maryland. Appointment is by approval of the Dean of the Graduate School. The term of appointment is five years and is renewable upon re-nomination by the Head of the home unit after appropriate review within the unit.

## Prerogatives of Membership

<b>Full Members</b>	Full Members of the Graduate Faculty are eligible to teach graduate-level courses; serve on program graduate committees; direct Master's thesis research and chair Master's thesis examining committees; direct doctoral dissertation research and chair doctoral dissertation examining committees; and vote for and serve on the Graduate Council and its committees.
<b>Associate Members</b>	Associate Members of the Graduate Faculty are eligible to teach graduate-level courses, serve on program graduate committees, direct Master's thesis research, chair Master's Thesis Examining Committees, and co-direct doctoral dissertation research, but not direct doctoral dissertation research or chair Dissertation Examining Committees.
<b>Graduate Teaching</b>	Graduate Teaching Members may teach courses restricted to graduate students, Graduate Teaching Members cannot serve as thesis/dissertation advisors nor direct, co-direct, or serve on thesis and dissertation committees.
<b>Special Members</b>	Special Members of the Graduate Faculty are eligible to serve on program graduate committees and co-direct Master's thesis research, but may not direct or co-direct doctoral dissertation research or chair Master's Thesis or Doctoral Dissertation Examination Committees.

*Exceptions to the Graduate School policy and Membership prerogatives must be approved by the Dean of the Graduate School and will be reported to the Graduate Council at its final meeting of each academic year. The Graduate School Catalog maintains the [complete policy](#)*