



## Graduate School

### RECOMMENDATION FOR GRADUATE FACULTY MEMBERSHIP

New Application

Renewal

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

College: \_\_\_\_\_

School: \_\_\_\_\_ Discipline: \_\_\_\_\_

Rank at ULM: \_\_\_\_\_

Current Graduate Faculty Status: \_\_\_\_\_

Requested Classification (Check one): \_\_\_\_\_

#### Research Member

**A Research Member** (*full time faculty*) may teach graduate courses; act as a major professor; serve on and chair clinical research, capstone, thesis and dissertation committees; direct practica; develop graduate curricula; advise graduate students; serve on comprehensive exam committees; serve on the Graduate Council; develop graduate education policy, participate in determining graduate faculty membership, and serve as Graduate Coordinator. *Adjunct (part-time) faculty* may co-chair a thesis or dissertation committee, but not serve as sole chair. They may serve on comprehensive exam committees, thesis, dissertation, and capstone project committees.

#### Clinical / Academic Member

**A Clinical / Academic Member** may serve as a member of thesis and dissertation committees; chair and serve on comprehensive exam, capstone project and clinical research committees; direct practica; develop graduate curricula; advise graduate students; serve on the Graduate Council; develop graduate education policy; participate in determining graduate faculty membership; serve as Graduate Coordinator. They may *not* serve as major professors or chair committees.

#### Emeritus Member

**Emeritus Graduate Faculty** may retain their current status. Duties are as determined by current graduate faculty status.

#### Retired Member

**Retired Graduate Faculty** may retain their current status as graduate faculty in their original programs for three years after which they may apply to renew their graduate faculty status for three to five years.

Graduate Faculty Mentor (For new ULM Faculty): \_\_\_\_\_

### Approved by:

#### Academic School Director or Program Director

Print name

Signature

Date

#### College Dean

Signature

Date

#### Graduate Council Chair 2023-2024

Dr. Jennifer Whited

Signature

Date

#### Graduate School Dean

Dr. Sushma Krishnamurthy

Signature

Date

Each recommendation must be accompanied by 1) a letter of nomination from the School Director justifying the nomination  
2) a current curriculum vitae of the nominee.

# GRADUATE FACULTY MEMBERSHIP

## APPLICATION CHECK-SHEET

### FULL-TIME FACULTY

1. **Graduate Faculty Membership Application** - complete with all original signatures
2. **Letter of nomination** - From the Graduate Co-ordinator or appropriate supervisory authority
3. **CV** (updated and formatted according to Graduate Faculty Membership Policy)

**For renewal** of Graduate Faculty membership, please provide a) a graduate faculty membership application b) a letter of nomination c) an updated CV

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### PART-TIME FACULTY

1. **Graduate Faculty Membership Application** - complete with all original signatures
2. **Letter of Nomination** - From the Graduate Coordinator or appropriate supervisory authority.
3. **CV** - (updated and formatted according to Graduate Faculty Membership Policy)
4. **Request for Adjunct Staff listing for the University Catalog** (Form located at <https://webservices.ulm.edu/forms/officesdepartments/academic-affairs>)

**For renewal** of graduate faculty status for part-time faculty, please provide the following: a) a graduate faculty membership application b) a letter of nomination c) an updated CV.

Please submit completed packets to the Graduate School at least one week prior to the Graduate Council meeting. All documents must be signed and dated.

The Graduate Faculty membership policy may be found here:

[https://www.ulm.edu/gradschool/documents/grad\\_faculty\\_membership\\_policy.pdf](https://www.ulm.edu/gradschool/documents/grad_faculty_membership_policy.pdf)