

GRADUATE FACULTY POLICY

The Graduate Faculty is the community of scholars responsible for creating the academic climate for graduate education by teaching graduate courses, stimulating and conducting research and advising graduate students. All tenured and tenure track faculty with a terminal degree are full graduate faculty members. Membership on the Graduate Faculty is of three types, full, associate, and professional.

- (a) Full membership: Full Graduate Faculty Members shall possess the earned doctorate or terminal degree in their academic discipline. Each full graduate faculty member shall:
- (1) have a full-time Montana State University Billings faculty appointment;
 - (2) be eligible to teach graduate classes, advise graduate students, direct and guide graduate research and theses;
 - (3) be eligible to conduct graduate examinations;
 - (4) be eligible to serve as a member of the Graduate Committee; and
 - (5) maintain full graduate status throughout her/his period of continuous employment.
- (b) Associate membership: Associate Graduate Faculty Members shall:
- (1) possess the earned doctorate or terminal degree in their academic discipline, or a level of experience appropriate for teaching graduate students as recommended by each individual graduate program;
 - (2) have a full-time or part-time faculty appointment, adjunct or ad hoc faculty appointment, or full or part-time academic staff appointment;
 - (3) be eligible to teach graduate courses and advise graduate students as determined by department chair;
 - (4) participate in the conducting of graduate examinations upon request of department chair;
 - (5) participate in a final project or thesis committee upon request of department chair;
 - (6) be ineligible to serve as a member of the Graduate Committee; and
 - (7) be recommended by department, approved by the dean, Graduate Committee and Graduate Director annually
- (c) Affiliate membership: Professional Affiliate Members shall (annual):
- (1) possess an appropriate degree in their academic discipline and a level of experience appropriate for teaching graduate students as recommended by each individual graduate program;
 - (2) have a part-time faculty appointment, adjunct faculty appointment, or full or part-time academic staff appointment;
 - (3) be eligible to teach graduate courses and advise graduate students as determined by department chair and approval of the dean; and
 - (4) participate in the conducting of graduate examinations upon request of department chair and approval of the dean.

Departmental Criteria

1. Each department offering graduate courses will create, maintain, and enforce its own specific criteria for selecting faculty who participate in graduate programs.
2. The Departmental Criteria must be consistent with the Collective Bargaining Agreement, the university's strategic plan, the general university guidelines above, the missions of the department and the university, and the guidelines of appropriate accrediting agencies.
3. Departmental criteria must be approved by the college dean, and by the provost in consultation with the Graduate Studies director.