CRITERIA FOR APPOINTMENT AND RETENTION
OF GRADUATE FACULTY MEMBERSHIP

School of Industrial and Systems Engineering
University of Oklahoma

A. Academic Background and Type of Appointment

To be appointed as a member of the ISE graduate faculty, the faculty member must have earned a PhD degree and hold a full time appointment in a tenure track position of the School.

B. Qualifications for Specific Duties and Responsibilities

1. Any member of the graduate faculty can teach graduate courses, serve on master’s committees, direct master’s theses, and serve on doctoral committees.

2. In order to direct a doctoral dissertation, the member must also have directed at least one master’s thesis, served on one PhD dissertation committee, and have one referred publication accepted. In addition, the first doctoral dissertation directed must be co-chaired with a member already qualified to direct dissertations.

C. Retention and Appointment

In order to retain their privilege to direct dissertations, the member must have published three articles in refereed journals and have directed or co-chaired at least one doctoral dissertation during the past six years. If a member’s privilege is revoked for failure to meet the above criteria, he/she must direct one MS thesis and have two refereed publications within two years to be reinstated to direct dissertations.

D. Special Membership Appointments

All requests for special membership on the ISE graduate faculty will be reviewed by the graduate faculty and appointments will be made for a specific period of time, usually one year or less. The following exceptions to the usual requirement stipulated in Section A may be made for good cause:

1. Part time instructors with an MS degree may be asked to teach beginning graduate level courses.

2. Visiting faculty members with a full time appointment may be granted the privilege to teach graduate level courses, serve on master’s thesis committees and direct master’s theses.

3. Adjunct faculty member may be granted the privilege to serve on master’s theses or doctoral dissertation committees as well as direct theses.

NOTE: Graduate College requires a memo from the Director approving Special Members to serve on MS thesis and PhD dissertation committees specifying the student name and Advisor and justifying the need for the Special Member (i.e., specialty area, etc.).