

Philosophy of the Graduate Faculty Model:

ASU has a longstanding commitment to high quality PhD education. It provides students with a transformative, cutting-edge education, rooted in the best traditions of disciplinary academic excellence, while forging new interdisciplinary and transdisciplinary connections. To this end, ASU has designed a Graduate Faculty model that both raises the profile of its PhD programs and improves the ability of PhD students and faculty to work across campuses. Our Graduate Faculty Model allows a PhD program to expand its faculty membership to include faculty from other programs who have the appropriate scholarly expertise and mentoring capability to engage in PhD education.

ASU has continued to hire outstanding faculty who have research and mentoring capabilities that cut across departments, colleges/schools, campuses and disciplines. Our implementation of the Graduate Faculty has enabled ASU to harness the strengths of this faculty in a systematic way. With this model, we have implemented policies and procedures that build optimum intellectual partnerships for the benefit of our faculty and PhD students.

The Graduate Faculty Structure:

University Graduate Faculty: The University Graduate Faculty includes resident tenure and tenure track faculty at ASU, including newly hired faculty. Other faculty (e.g., research professors, clinical professors, adjunct faculty and emeriti faculty) with appropriate scholarly and mentoring credentials may be members of the Graduate Faculty. In addition, individuals who hold appropriate ASU-related appointments (e.g., research professors) or positions at ASU affiliates (e.g., Mayo, TGen, BNI, Banner) may also apply, or be nominated, to be members of the Program Graduate Faculty. University Graduate Faculty members are eligible to serve on PhD dissertation committees across the university.

Program-specific Graduate Faculty: PhD programs are organized around disciplinary and interdisciplinary degree areas. The Graduate Faculty (e.g., Graduate Faculty in History, Graduate Faculty in Communication) provides the primary intellectual guidance and mentoring for PhD students in those programs. Graduate faculty affiliations are built around disciplinary and interdisciplinary areas, *not departments or schools*. To be eligible for Graduate Faculty status, a faculty member must be an ASU tenured/tenure track faculty member. In addition, individuals who hold appropriate related ASU appointments (e.g., research professors) or positions at ASU affiliates (e.g., Mayo, TGen, BNI, Banner) may also apply, or be nominated, to be members of the Program Graduate Faculty. It is expected that the Program Graduate Faculty have an on-going record of professional engagement (e.g., teaching, mentoring, scholarly productivity, creative productivity). Newly hired faculty, at all ranks, are eligible for Program Graduate Faculty status.

- 1) **Qualifications:** members of the Program Graduate Faculty should have a PhD or equivalent in their discipline, interdiscipline or a related discipline with demonstrated equivalent education and experience.

- 2) Research, Scholarly and Creative Productivity: Members of the Program Graduate Faculty should have an ongoing record of research, scholarly or creative productivity in the program discipline, interdiscipline or a related discipline.
- 3) Graduate education: Members of the Program Graduate Faculty should have the capability to contribute to, or have been involved in graduate education.
- 4) In judging the appropriateness of an applicant for the Program Graduate Faculty, no single criterion should be used. The primary consideration is whether the faculty member is currently an active and productive scholar and an effective educator/mentor at the graduate level.
- 5) A student's PhD dissertation committee, which must currently include a minimum of three members of the faculty, must include at least two members from the Program Graduate Faculty.

PhD Program Committee (PPC): ASU PhD programs have historically had different ways of naming their oversight structures (e.g. "Committee of all faculty," "Executive Graduate Committee," or "PhD Admissions Committee"). These groups orchestrate various aspects of the PhD program (e.g., the admissions process, endorsement to Chair approval processes). The PPC, through the Graduate Coordinator/Director, makes recommendations to Graduate College regarding student admissions, graduate faculty status, and "endorsements to Chair."

Endorsement to Chair

Chairing PhD dissertation committees requires a multi-year commitment to students to prepare them as research scholars and educators. Because the Chair role is one of the most important and demanding responsibilities a faculty member may hold, the "endorsed to Chair" status is reserved for those who demonstrate currency and expertise in research, scholarly, and creative achievements in specific disciplines or interdisciplines, and possess the ability to prepare and mentor future scholars and researchers. ASU's current policy requires that faculty receive "endorsement" to Chair PhD committees. Consistent with this policy, recommendation for "endorsement" will come from each PhD Program Committee to the Dean for Graduate College (or her/his designee) for final approval. A student's PhD Chair *must be* a member of the Program Graduate Faculty.

Roles of Chair:

- assume principal responsibility for advising PhD students
- commit the time for this work and be regularly accessible to the student
- establish appropriate benchmarks with the student to help ensure timely degree completion
- be familiar with the general [ASU Graduate Policies and Procedures](#) and those related to [Academic Integrity](#) and [Culminating Events](#), including defenses, deadlines, etc.
- take primary responsibility for the development and administration of the appropriate examinations, including dissertation work through completion of the degree
- in concert with the student's committee, oversee and approve the candidate's dissertation proposal, dissertation research, and final written dissertation.
- uphold the standards and quality expected of PhD students in the specific PhD program.

Criteria for Endorsement to Chair:

To be eligible for “endorsement to Chair” status, a faculty member must be a member of the Program’s Graduate Faculty and meet the following general criteria:

- 1) **Research, Scholarly and Creative Achievements:** demonstrate an on-going record of expertise in research, scholarly and creative achievements in the related discipline or interdisciplines (e.g. publication of books, chapters or monographs reviewed and accepted by an academic publishing company, publication of articles in refereed or invited journals, journal editing, presentations at conferences, and creative works such as painting, music, and sculpture).
- 2) **Graduate Education and Mentoring:** demonstrate expertise for teaching graduate courses, serving as a research mentor, advising PhD students, and serving on PhD student committees.
- 3) **Non-tenured/tenure track faculty** (i.e. research professors, or adjunct faculty affiliated with official ASU partners such as Mayo, BNI, etc.) may be endorsed to Co-Chair with an ASU tenured/tenure track faculty member. Each case will be approved by the PhD Program Committee and the Vice Provost for Graduate Education.

A special case of “endorsement to Chair” is the opportunity to Co-Chair. In select cases, it may be appropriate for graduate faculty members to Co-Chair dissertations (e.g., two faculty with distinct but complementary expertise, emeriti faculty, and individual faculty seeking PhD dissertation Chair experience). The approval process for a Co-Chair is the same as an “endorsement to Chair.”

Ad Hoc Appointments

There may be occasions when it is appropriate for individuals with appropriate academic credentials who are not members of the Graduate Faculty to serve on a particular student’s PhD committee. With the recommendation of the program’s PhD Program Committee, and the approval of Graduate College, such appointments can be made.

Process for Applying to and Maintaining Graduate Faculty Status:

- 1) Annually, Graduate College seeks new applications and nominations for membership on Graduate Faculties. At this time, faculty indicate interest and qualifications for specific program Graduate Faculty status.
- 2) A faculty member interested in joining the PhD faculty completes the [Application for PhD Graduate Faculty](#) Adobe Sign form, which requires a current curriculum vitae to be uploaded along with it, for approval by both the PhD program director and the Graduate College. Graduate PhD Directors or designated representatives may submit this form on behalf of the faculty requesting approval. Appointment or reappointment will be approved by the Dean of the Graduate College, or his/her designee.
- 3) The PhD Program maintains a list of eligible PhD Program Graduate Faculty and Chairs approved by Graduate College; this list should be consistent with that found at the Graduate Faculty website: <https://graduateapps.asu.edu/graduate-faculty>
- 4) Each PPC should have an annual review cycle within which faculty members may apply for program and “endorsement to Chair” status.
- 5) A new faculty member may be appointed to the Graduate Faculty in a PhD program(s) prior to his/her arrival to take effect simultaneously with the University appointment.