B. I. MOODY III COLLEGE OF BUSINESS ADMINISTRATION
CRITERIA FOR APPOINTMENT TO GRADUATE FACULTY
(Effective Spring of 2012)

Appointment to the Graduate Faculty recognizes significant scholarly accomplishments, contributions to graduate education and mentoring of graduate students. A member of the graduate faculty may direct theses and dissertations and serve on advisory committees for graduate students, and participate in the governance of graduate education at the departmental, college and university levels. Such appointments are made in compliance with the classifications and criteria listed below.

Two levels of graduate faculty membership are available at the university.

Masters Level (Level I)

1. All faculty with a terminal degree are granted Level I membership within the graduate faculty.

2. Non-tenure track, research faculty may become a Level I graduate faculty member if they hold a terminal degree in the appropriate discipline.

3. A removal mechanism from graduate faculty status is detailed in the general University rules for Graduate Faculty status.

Doctoral Level (Level II)

1. Faculty must have a terminal degree to be in Level II.

2. Any new faculty member will be granted Level II status upon accepting a tenure track faculty position at the university.

3. At the time of tenure review, a first time review of Level II status for graduate faculty will be performed (review process is detailed below).

4. If the first review is successful, the faculty member will undergo a second review five years after the first positive review. If the faculty member successfully passes the second review, he/she will be granted Graduate Faculty Fellow status, permanent membership on the Graduate Faculty unless removal procedures are implemented.

Approved by Dr. Carolyn Bruder
Interim Provost and VP Academic Affairs
March 13, 2012
5. Qualified faculty members coming in to the university with tenure will go through a single review after five years at UL Lafayette in order to receive Graduate Faculty Fellow status.

6. A negative review at the time of tenure or the five year post-tenure review results in removal from Level II status to Level I. A faculty member may reapply for admission to Level II status three years after a reduction in status. He/she will undergo the complete Level II review process. In any case, if the appeal is successful, the faculty member must wait five years to go through Level II Fellow review.

7. Faculty from non-Ph.D. granting colleges/departments can become Level II Graduate Faculty members. However, they must go through the review process in their home college along with going through the review process from a Ph.D. granting college as well. (The Ph.D. granting college to which they must apply will be selected and approved by both the Provost and Dean of the Graduate School in consultation with their Home College Dean).

8. Non-tenure track faculty with a terminal degree can serve as a Co-major professor but cannot serve as a stand-alone major professor. They must co-chair with a Level II graduate faculty member. Their position will be referred to as “Level II Adjunct Graduate Faculty”. These faculty must go through the review process every three years to retain this status; hence, they cannot hold Level II Fellow status.

The requirements for Graduate Faculty status Level II for the B. I. Moody III College of Business Administration are as follows:

The primary criterion for Graduate Faculty membership is a consistent record of significant scholarly activities. Typically, such activities are evidenced by peer-reviewed publications such as papers in strong professional journals or in refereed conference proceedings, book or book chapters by scholarly publishers, or creative works published in appropriate venues. Acknowledging that the nature of scholarly activities recognized within the academic community varies among academic disciplines, the Graduate Council is informed in its membership decisions by specific guidelines developed by each academic college and approval by the Council.

For the College, either the doctoral degree or the J. D. is a prerequisite for Graduate Faculty Appointment. A significant and consistent record of intellectual contributions is required for Graduate Faculty Appointment. While all forms of intellectual contributions

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are encouraged, traditional forms of academic research and scholarly activity directed
towards identified research streams are expected and emphasized by both the
Graduate Council and the Association of Advance Collegiate Schools of Business
(AACSB International). As mentoring is an important component of the research
element at UL Lafayette, co-authored endeavors are acceptable.¹

Each applicant must show intellectual contributions in at least one of the following two
forms:

- At least three substantial articles in peer refereed academic journals
- or
- One major scholarly work such as a book or monograph (not including a
textbook)

In addition to the items above, the applicant may provide a record indicating a
consistent ongoing level of intellectual contributions. Such items would include:

- Publication of a textbook
- Publication of a book chapter
- Publication of refereed paper in a proceedings of regional, national, or
  international professional/academic association conference
- Publication of cases or instructional software in a text or a study guide to
  accompany a text
- Publication of a book review of another’s work
- Presentation of a paper at a regional, national, or international
  professional/academic association conferences
- Conducting professional continuing education, seminars or workshops

Graduate faculty status is not required by the College of Business Administration in
order to teach graduate courses on the masters degree level.

*All faculty with administrative duties, such as Dean, Associate Dean, MBA Director,
Assistant Dean, and Department Heads will need one substantial article in five years.