UL Lafayette College of Engineering
Graduate Faculty Criteria

The UL Lafayette College of Engineering requires that a faculty member must have appropriate credentials befitting to a faculty member that the UL Engineering College Community would want to serve as a "mentor" to the next generation of graduate degreed engineers. To accomplish this goal and realizing that differences in the expectations of mentoring MS versus PhD students exists within the Field of Engineering and Technology Education, two levels of Graduate Faculty status are available to faculty: Level 1 or MS Level and Level 2 or PhD Level.

The criteria and rights for membership in the two levels are as follows:

Level 1: MS Level

Authority Provided – Allows a faculty member to chair a MS student committee

Credentials – Must hold a Ph.D. or a similar terminal degree within an appropriate field

Level 2: PhD Level

Authority Provided – Allows faculty member to chair a PhD student committee

Credentials – detailed below:

1) Eligible for membership as a Level 1 Graduate Faculty member

2) Publication of peer-reviewed papers within archival, professional journals at a minimum rate of at least 2 over a 5 year period from the date of application – OR – graduating at least 3 MS thesis track students, while serving as major professor, over a 5 year period prior to the date of application.

Implementation of Policy

1. The graduate faculty application packet is prepared by faculty in duplicate.

2. One copy is routed to the department head for evaluation, then upon completion of the department head evaluation, this copy is passed on to the Dean of Engineering for evaluation along with the evaluation tracking form that was filled out by the department head (initiated at the department level).

3. The second copy is routed on to the College Peer Review Committee Chairperson by the department head for evaluation. Upon evaluation of the committee of the candidate’s packet using the above-listed criteria and a majority vote decision taken, the

Approved by Dr. Carolyn Bruder
Interim Provost and VP Academic Affairs
March 13, 2012
results of the evaluation and vote are summarized by the Chairperson in memo form. This form must be signed by all participating committee members.

4. The Faculty Peer Review Committee Chairperson then passes the second copy of the packet and the summary decision memo on to the dean. The dean will not modify any aspect of this packet. It will be used by the dean for use for his/her evaluation as a source of additional information (peer opinion).

5. The Dean of Engineering completes his/her review, completes the tracking decision form initiated by the department head, and then passes one copy of the packet and the form to the Graduate School. The copy submitted to the Graduate School will contain all three assessments (Faculty Peer Review Committee, department head, and dean). The second copy is returned back to the faculty member with copies of the signed memo from the Faculty Peer Committee and approval tracking form, inclusive of the department head’s and dean’s comments and decision.

NOTE: Even though a faculty member may meet the above listed criteria, a faculty habitually demonstrated poor mentoring skills, continued production of low quality theses and dissertations, and/or exhibits any other activities negatively impacting the program can lose Graduate Faculty status by a majority vote of the Faculty Peer-Review Committee and decisions by both the department head and the dean supporting the negative vote against the faculty candidate. On the first loss of status, the faculty member can reapply after a two year period of not serving as graduate faculty. After a second status loss, the faculty member will undergo a five year period of no allowance. A third status loss will permanently remove the faculty member from being part of the Graduate Faculty. An appeal to the University Graduate Council and the Provost can be made by impacted faculty member. If the University Graduate Council votes to reinstate Graduate Faculty status (i.e., votes differently with the college) and the Provost agrees with the Graduate Council, the college will then support this decision and reverse the college’s decision.