

**ILLINOIS STATE UNIVERSITY
GRADUATE FACULTY MEMBERSHIP NOMINATION FORM**

Chair/Director Directions:

Complete signatures in appropriate column, attach nominee's vita, and send to 4040 Graduate School for processing.

Upon Hire – submit nomination form as soon as hiring has been completed and all needed documents have been submitted to Academic Personnel.

For current faculty – submit by November 1

**ASSOCIATE MEMBER STATUS
CRITERIA**

Faculty must:

- ✓ possess adequate training or education including the terminal degree in the field

RIGHTS & RESPONSIBILITIES

Associate members of the graduate faculty shall be entitled to:

- ✓ Teach graduate courses
- ✓ Serve on thesis/dissertation committees
- ✓ Co-chair a thesis committee with a full member of the graduate faculty upon approval of chair/director.

**NOMINATION FOR ASSOCIATE STATUS
(attach current vita)**

- Upon Hire Nomination or Current Faculty Nomination
- Attached nominee's vita is current showing date of terminal degree.
- Dept. has conferred with the Academic Personnel Office that the nominee's transcript is on file demonstrating completion of the terminal degree. If this transcript is not on file, this nomination cannot be approved.

Nominee's full name (first, middle, last)

Chair/Director Dept/School date

Associate VP of Graduate Studies date

**FULL MEMBER STATUS
CRITERIA**

Faculty should have:

- ✓ Adequate training or education including terminal qualifications in the field
- ✓ Active participation in research including significant publications in the field (or documentation of acceptance) **and/or** Significant contributions to the applied and creative arts in the candidate's field
- ✓ Evidence of effective teaching at the graduate level
- ✓ Ability to supervise master's theses and doctoral dissertations
- ✓ Activities which are recognized or commended by professional organizations in the candidate's field

RIGHTS & RESPONSIBILITIES

Full members of the graduate faculty shall be entitled to:

- ✓ Teach graduate courses
- ✓ Serve on thesis and dissertation committees
- ✓ Chair thesis/dissertation committees
- ✓ Vote in the deliberations of the Graduate Faculty
- ✓ Serve as a member of the Graduate Council or as a member of a committee of the Council.

**NOMINATION FOR FULL STATUS
(attach current vita)**

- Upon Hire Nomination or Current Faculty Nomination
- Attached nominee's vita:
 - a) is current showing date of terminal degree
 - b) shows evidence of effective teaching at the graduate level
- Dept. has conferred with the Academic Personnel Office that the nominee's transcript is on file demonstrating completion of the terminal degree. If this transcript is not on file, this nomination cannot be approved.

Nominee's full name (first, middle, last)

Chair/Director Dept/School date

Dean of College date

Associate VP of Graduate Studies date

For Graduate School Use Only:
Academic Personnel verification of degree _____