

College of Creative Arts Graduate Faculty Criteria

Members of the graduate faculty continue to play an important role in graduate education. They are responsible for program content, they serve on graduate student committees, and they assure the quality of preparation of the University's graduates. Generally, nine-month graduate faculty members, once they have agreed to either chair or serve on a master's or doctoral student's committee should make every effort to fulfill this obligation even during those periods when they are not under contract, e.g., summer terms.

Direction of graduate study requires not only a high level of expertise in the faculty member's field of concentration but sufficient standing in the field to lend credibility to students' degrees, not only within the immediate geographical region but throughout the nation and beyond. It therefore behooves graduate faculty to become and remain professionally active in ways that keep their skills refreshed, advance their knowledge, and keep current in appropriate professional and public circles where they hold reputations as active professionals in the fields in which they direct graduate students. For those in academic areas this should include an ongoing program of research and publication; for creative artists, continuing production, performance, and publication of new works; and for performers, appearances in significant venues appropriate to their performance areas.

Regular Membership

Regular members may chair students' committees or direct master's and doctoral research, theses, and dissertations.

Schools and colleges set and publish quantitative and qualitative criteria regarding scholarly activity. These criteria are to be applied for the appointment to, as well as continuation of, graduate faculty membership. These initial criteria and any subsequent amendments or changes are subject to approval of the University Graduate Council and usually include many of the following: publication in major peer-reviewed journals, publication of books and book chapters, invited and/or competitively selected presentations of scholarly work at national and international meetings, and/or presentations and performance of artistic work at professionally recognized events.

Associate Membership

Associate members may perform the same functions as regular members with the exception of chairing students' committees or directing master's theses and doctoral dissertations (or equivalent).

Exceptions

The following individuals also must meet the same criteria (regular or associate) for review, approval, and continuation as do tenure-track graduate faculty.

- Visiting professors may be appointed as members of the graduate faculty for the term of their appointments but cannot chair committees.
- Faculty holding non tenure-track appointments may be considered for graduate faculty membership.
- Emeritus faculty members may remain on the graduate faculty, subject to school or college review.
- Off-campus professionals willing to participate in graduate education may be acceptable as graduate faculty but may not chair student committees (exceptions may be approved by the director of graduate education).
- Individuals holding faculty appointments in institutions participating in cooperative doctoral programs may be considered graduate faculty, subject to School or College review.

Degree Candidates

Normally, no candidate for a degree at WVU may be a regular or associate member of the graduate faculty. Individuals seeking exceptions to this policy must submit a petition to the director of graduate education.

Faculty Pursuing Advanced Degrees within the College

No faculty member holding a tenured or tenure-track position at the rank of assistant professor or above in a program unit may be admitted to a graduate degree program offered through that unit. Only those individuals in other ranks or in non tenure-track positions can simultaneously pursue a degree in their own unit. Faculty holding professorial rank may be admitted to a graduate degree program in another program unit.

Appeals

Appeals regarding graduate faculty membership classification shall be handled through grievance procedures identified in the Higher Education Policy Commission 9. Exception to any of the above criteria must be approved by the University Graduate Council.

Criteria for Appointment as a Regular Member

To be eligible and approved for appointment as a Regular Member, the faculty member must:

1. Hold appointment in a tenure track position.

2. Either (1) hold the terminal degree or (2) have attained the rank of Associate Professor and demonstrated a level of professional activity which is the equivalent of a terminal degree.
3. In musicology, music theory, music education, art education, art history, and theatre history/criticism, the terminal (doctoral) degree is normally required.
4. In music composition and playwriting, "equivalent creative activity" is defined as "extensive performance of authored works in a wide variety of media by recognized professionals, including concert artists or professionally esteemed performance groups and/or a record of prizes, publications, recordings, and critical acclaim."
5. In music performance, studio and visual arts, and theatre design and performance (including the conducting of bands, orchestra, or choral ensembles, acting, stage direction, stage design and technology, and creative dramatics), "equivalent creative activity" may be defined as the equivalent of one or more of the following:
 - Approximately three years of full-time study on an advanced level, with several public performances and/or exhibitions which can attest to the individual's attainment
 - OR**
 - Substantial experience as a successful performer, studio or visual artist, or theatre artist in a full-time context or as a juried exhibiting artist (preferably under professional management with a professional producing or exhibiting organization)
 - OR**
 - Substantial experience as a successful teacher as demonstrated by the professional attainment of one's students. Acknowledgment of an appropriate level of one's training or achievement by professional peers outside the University will be considered in the assessment of equivalence.
6. Have had at least three years of full-time successful teaching experience in higher education.
7. Have knowledge of contemporary standards and practices, and a record of continuing study and active professional engagement in the area of expertise pertinent to the member's current appointment. For Regular Membership, "a record of continuing study and active professional engagement" may be defined as:
 - In musicology, music theory, music education, art education, art history, and theatre history/criticism: continuing research appropriate to the individual's role in graduate education. The activity should include either (a) publication in refereed journals; books, either issued by publishers of recognized standing or well reviewed in appropriate journals; or (b) invited or competitively selected presentation at international, national, or significant regional meetings. Creative work may also be taken into account when appropriate.

- In music performance, studio and visual arts, and theatre design and performance: an on-going program of off-campus public performance and/or creative, pedagogical, or scholarly activity appropriate to the individual's role in graduate education. Performance activity may be in a variety of situations and should include international, national, or significant regional appearances, presentations, and exhibitions.
- In music composition and playwriting: continuing to bring new works appropriate to the individual's role in graduate education to public performance. Commercial publication or recording of works may be taken into account.
- In music conducting: continuing achievement appropriate to the individual's role in graduate education. The activity may be in a variety of situations, but should include guest conducting appearances before musically discriminating listeners at an international, national, or significant regional level, or appearances with WVU ensembles at significant professional meetings.

Activities which are equivalent in significance to the above and which have a clear bearing on the faculty member's role in graduate education shall be taken into account in the evaluative process.

In all cases the quality of the activity, not mere quantity, must be of paramount importance.

All faculty members with "regular membership status" must be reviewed every three years.

Criteria for Appointment as an Associate Member

To be eligible and approved for Associate status on the Graduate Faculty the faculty member must:

1. Hold appointment at the Assistant Professor level or above.
2. Hold at least an M.A., M. M. degree (or professional equivalent).
3. Have knowledge of contemporary standards and practices, and a record of continuing study and active professional engagement in the area of expertise pertinent to the member's current appointment.

For Associate Membership, "a record of continuing study and active professional engagement" may be defined as:

- In musicology, music theory, music education, art education, art history, and theatre history/criticism: continuing research appropriate to the individual's role in graduate education. The activity should include either (a) publication in refereed journals (print or electronic); books, either issued by publishers of recognized standing or well reviewed in

appropriate journals; or (b) invited or competitively selected presentation at state or regional meetings. Creative work may also be taken into account when appropriate.

- In music performance, studio and visual arts, and theatre design and performance: an on-going program of off-campus public performance and/or creative, pedagogical, or scholarly activity appropriate to the individual's role in graduate education. Performance activity may be in a variety of situations and should include state or regional appearances, presentations, and exhibitions.
 - In music composition and playwriting: continuing to bring new works appropriate to the individual's role in graduate education to public performance. Commercial publication or recording of works may be taken into account.
 - In music conducting: continuing achievement appropriate to the individual's role in graduate education. The activity may be in a variety of situations, but should include guest conducting appearances before musically discriminating listeners at the state or regional level, or appearances with WVU ensembles at significant professional meetings.
4. Have knowledge of contemporary standards and practices, and a record of continuing study and active professional engagement in the area of expertise pertinent to the member's current appointment.
 5. Have had at least three years of successful teaching experience in higher education.

Criteria for Continuing Appointment

Periodic re-evaluation is necessary to ensure that faculty continue to be active in the areas of research, performance, and/or creative work in which they direct graduate students so that their knowledge remains current and their abilities sufficient to provide quality direction.

The annual faculty evaluation is intended to assist graduate faculty members in gauging their continued progress in scholarship, research, or creative activity. The review process for graduate faculty membership should coincide with the annual review process of all faculty. The results are placed in the individual's personnel file.

It will be the responsibility of each School within the College of Creative Arts to establish a process for the review of each faculty member who has received or is eligible for graduate status. The reviews of faculty members with graduate status must occur at least once every three years. Based on these reviews, the Director of the School (or designee) will make a recommendation to the College of Creative Arts Graduate Committee concerning the graduation appointment of the reviewed faculty member. Recommendations must be limited to: award of appointment, continuation with current

status, change of status, or termination of graduate status. Based on the criteria above, each recommendation must also include a brief summary of evidence supporting the recommendation.

Unless the summary of evidence is not provided by the Director (or designee), it will be the policy of the College of Creative Arts Graduate Committee to accept the recommendation put forth by the Director of the School.

Appeals

Appeals regarding graduate faculty membership classification shall be handled through grievance procedures identified in Higher Education Commission Policy 9.