

**Georgia State University
Institute for Women's, Gender, and Sexuality Studies**

Policy on Graduate Faculty Membership

These guidelines describe the privileges and standards associated with Graduate Faculty membership for the faculty members of the Institute for Women's, Gender, and Sexuality Studies of Georgia State University. These guidelines include application procedures as well as a description of conditions under which Graduate Faculty status may be revoked. These guidelines are designed to coordinate with the guidelines established by the GSU College of Arts and Sciences, but where there is any discrepancy, the College of Arts and Sciences guidelines prevail.

General Guidelines

- a) All new tenure-track and tenured faculty, because they are hired under the requirement of "current scholarly competence" will be appointed to full Graduate Faculty status upon hiring. Tenure-track faculty who complete pre-tenure review will hold full Graduate Faculty status until their tenure review. All *core faculty* of the WGSS at the time this policy goes into effect will be granted Graduate Faculty status. All *affiliated faculty* of the WGSS are expected to obtain Graduate Faculty status through their home departments; however, those affiliated faculty seeking optional Graduate Faculty status with the Institute for Women's, Gender, and Sexuality Studies may apply separately according to the procedures outlined in this document.
- b) Tenure-track and tenured faculty members who have Graduate Faculty status will have their status reviewed by their departmental Graduate Committee, and its continuation recommended or denied as part of the tenure or post-tenure review processes. The evidence for "current scholarly competence" beyond that defined in the University policy is based on the Institute for Women's, Gender, and Sexuality Studies P & T manual as well as the additional guidelines described below. Tenured faculty who do not participate in post-tenure review will have their Graduate Faculty status reviewed every five years (or as part of their regular review cycle) by the Dean's Office of the College of Arts and Sciences.
- c) *Core faculty* from the Institute for Women's, Gender, and Sexuality Studies, whether or not they hold Graduate Faculty status with the Institute for Women's, Gender, and Sexuality Studies, may request Graduate Faculty status from another department via a request to the chair of the secondary department at the time of their initial appointment or at the beginning of Spring semester. Their continuation in Graduate Faculty status in the secondary department will also be reviewed at the same time as their pre-tenure, tenure, or post-tenure review in the Institute for Women's, Gender, and Sexuality Studies. The evidence for "current scholarly competence" beyond that defined in the University policy will be based on the secondary unit's P & T manual and departmental guidelines for Graduate Faculty status.

- d) *Affiliated faculty* of the Institute for Women's, Gender, and Sexuality Studies who wish to have separate, optional Graduate Faculty status in the Institute for Women's, Gender, and Sexuality Studies will be reviewed for Graduate Faculty status at the time of inception as well as every three years (at the time of review for affiliate faculty status).
- e) Should any *joint appointments* occur between the Institute for Women's, Gender, and Sexuality Studies and another unit, Graduate Faculty status must be explicitly addressed in any related documentation.
- f) *Non-tenure-track faculty* of the Institute for Women's, Gender, and Sexuality Studies may be considered for Graduate Faculty status in the Institute for Women's, Gender, and Sexuality Studies when their position and assigned workload allows for involvement in graduate education programs related to the Institute for Women's, Gender, and Sexuality Studies, provided that they hold the appropriate terminal degree in their field and meet the University and Institute for Women's, Gender, and Sexuality Studies evidence for "current scholarly competence" and the Institute for Women's, Gender, and Sexuality Studies guidelines for Graduate Faculty. Such individuals must be nominated by a member of the department's Graduate Faculty and the nomination may come at the time of the initial appointment or at the beginning of the Spring semester of each year. Such faculty cannot chair Ph.D. committees; they may, however, chair M.A. committees. They will have their status reviewed at least every three years.
- g) All changes in a faculty member's Graduate Faculty status must be approved by the Dean's office.
- h) In line with College of Arts and Sciences regulations, Institute for Women's, Gender, and Sexuality Studies faculty members who have been denied Graduate Faculty status must wait two years to apply for reconsideration.

Specific Guidelines of the Institute for Women's, Gender, and Sexuality Studies

Professional Privileges Associated with Graduate Faculty Status

A Institute for Women's, Gender, and Sexuality Studies faculty member (whether core or affiliate) must hold Graduate Faculty status to perform the following activities:

- Teach 6000- or 8000-level courses.
- Serve as chair of thesis advisory committees.
- Serve as a member or reader of thesis advisory committees.

WGSS *core faculty members* must hold Graduate Faculty status with the Institute for Women's, Gender, and Sexuality Studies; WGSS *affiliate faculty members* must hold Graduate Faculty status with their home departments and/or the Institute for Women's, Gender, and Sexuality Studies. Any affiliate faculty member who holds Graduate Faculty status in her/his home

department at the time of her/his appointment as a WGSS affiliate faculty member will be considered Graduate Faculty for purposes of the above privileges; however, Graduate Faculty status in the faculty member's home department is separate from Graduate Faculty status in the Institute for Women's, Gender, and Sexuality Studies. WGSS affiliate faculty wishing to obtain Graduate Faculty status in the Institute for Women's, Gender, and Sexuality Studies in addition to Graduate Faculty status in their home departments must make a separate application according to the procedures outlined in this document. Graduate Faculty status of WGSS affiliate faculty will be reviewed every three years along with review of their affiliate status.

Standards and Criteria for Membership in the Graduate Faculty

A member of the Graduate Faculty in the Institute for Women's, Gender, and Sexuality Studies must meet the following three criteria:

- a) Hold the appropriate terminal degree in her or his field.
- b) Be an active and productive scholar as demonstrated by documentable participation in a mix of the following activities during the last two years:
 - Publications in journals, books, monographs, or technical reports. Such work should be refereed or peer-reviewed, or should appear through other venues of dissemination having professionally acknowledged standards.
 - Creative or artistic works. Such works should be published (e.g., creative writing), produced (e.g., plays), performed (e.g., dance or music), or appear in juried shows (e.g., visual arts), or otherwise present evidence of being made available to the public and/or professional scrutiny and evaluation.
 - Scholarly presentations (e.g., conferences, invited lectures, community presentations on one's academic work).
 - Editorship (e.g., of a journal) or being the founder or administrator of a website that is relevant to one's scholarly expertise.
 - Extramural grantwriting.
 - Action research or community service related to scholarly activity.
- c) Be an effective teacher at the graduate level, as evidenced by student and peer evaluations of teaching effectiveness. Evidence may also include teaching awards, successful instructional innovation grants, student accomplishments, guidance of graduate students' research projects, peer reviews, innovations in course design or delivery (including the creation of new courses for the graduate curriculum), or publications in the area of pedagogy.

Appointment Process

Persons seeking Graduate Faculty status who have not already been granted Graduate Faculty status in conjunction with their appointment should submit a written letter of request to the Director of the Institute for Women's, Gender, and Sexuality Studies along with a copy of their curriculum vitae highlighting activities outlined in the preceding section of this document. The

Director will then forward in writing a recommendation (vote and rationale) for or against Graduate Faculty status to the WGSS Graduate Studies Committee. The WGSS Graduate Studies Committee will discuss the application and vote. These votes will then be conveyed in writing to the Director of the WGSS, along with a brief rationale for the decision. Based on a simple majority of the combined votes of the Director and Graduate Studies Committee for or against Graduate Faculty status for the applicant, Graduate Faculty status will be awarded or denied. In the case of a tie vote, Graduate Faculty status will be awarded. All decisions will then be forwarded in writing by the Director to the Dean of the College of Arts and Sciences for final approval. Applicants whose application has been denied can re-apply in not less than two years.

Revocation of Graduate Faculty Status

Graduate Faculty status will be revoked for any individual who is dismissed from the University on dishonorable grounds.