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B. Credentialing at the Graduate/Professional Level
The following qualifications for the credentials to perform various duties at the graduate/professional
level represent minimal requirements. All faculty qualified at the graduate level are automatically
qualified at the undergraduate level for the respective discipline/subfield.

1. Credentials needed to teach graduate/professional courses
a. The individual must have a doctorate/terminal degree in the discipline for which they
will serve as instructor of record for courses. Doctorate/terminal degrees in closely
related fields will be accepted, but the home departments must determine the
degrees that are considered closely related by disciplinary standards and indicate
ƚŚĞŵŽŶƚŚĞ͞ĐĂĚĞŵŝĐWƌŽŐƌĂŵƌĞĚĞŶƚŝĂůŝŶŐ͟ĨŽƌŵ.

OR

dŚĞŝŶĚŝǀŝĚƵĂůŵƵƐƚŚĂǀĞĂDĂƐƚĞƌ͛ƐĚĞgree (or equivalent) in the discipline for which
they will serve as instructor of record for courses AND have tested experience that
would represent the equivalent of a doctoral level degree. Departments must
ĚĞƚĞƌŵŝŶĞƚŚĞĐƌŝƚĞƌŝĂĨŽƌĞƋƵŝǀĂůĞŶƚ͞ƚĞƐƚĞĚĞǆƉĞƌŝĞŶĐĞ͟ and indicate them on the
͞ĐĂĚĞŵŝĐWƌŽŐƌĂŵƌĞĚĞŶƚŝĂůŝŶŐ͟ĨŽƌŵ͘

b. In addition, the individual must have a history of research, scholarship (e.g.,
publishing a book, peer-reviewed article, or disciplinary equivalent) or appropriate
achievement as defined by the area.

2. Credentials needed to serve as a member (only) of a graduate/professional
student’s project or thesis committee
a. dŚĞŝŶĚŝǀŝĚƵĂůŵƵƐƚŚĂǀĞĂDĂƐƚĞƌ͛ƐĚĞŐƌĞĞŝŶƚŚĞĚŝƐĐŝƉůŝŶĞĨŽƌǁŚŝĐŚƚŚĞǇǁŝůůƐĞƌǀĞĂƐĂ
committee member of a graduĂƚĞƐƚƵĚĞŶƚ͛ƐƉƌŽũĞĐƚŽƌƚŚĞƐŝƐ͘DĂƐƚĞƌ͛ƐĚĞŐƌĞĞƐŝŶclosely
related fields will be accepted, but the home department must determine the degrees that
are considered closely related by disciplinary standards and indicate them on the
͞ĐĂĚĞŵŝĐWƌŽŐƌĂŵƌĞĚĞŶƚŝĂůŝŶŐ͟ĨŽƌŵ͘

3. Credentials needed to serve as a member of (or co-chair) a graduate/professional
student’s project/thesis/dissertation committee
a. The individual must have a doctorate/terminal degree in the discipline for which they
will serve as a member of (or co-

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b. In addition, the individual must have a history of engaging in scholarship (e.g.,
publishing a book, peer-reviewed article, or disciplinary equivalent) in the area.

4. Credentials needed to chair a graduate student’s project/thesis/dissertation
committee
a. The individual must have a doctorate/terminal degree in the discipline for which they
ǁŝůůƐĞƌǀĞĂƐĐŚĂŝƌŽĨĂŐƌĂĚƵĂƚĞƐƚƵĚĞŶƚ͛ƐƉƌŽũĞĐƚͬƚŚĞƐĞƐͬĚŝƐƐĞƌƚĂƚŝŽŶĐŽŵŵŝƚtees.
Terminal degrees in closely related fields will be accepted, but the home
departments must determine the degrees that are considered closely related by
disciplinary standards ĂŶĚŝŶĚŝĐĂƚĞƚŚĞŵŽŶƚŚĞ͞ĐĂĚĞŵŝĐWƌŽŐƌĂŵƌĞĚĞŶƚŝĂůŝŶŐ͟
form.

b. In addition, the individual must have engaged in active scholarship. Individual
departments must establish criteria which must be reviewed/approved by the home
College Dean and Vice Provost for Graduate and Professional Education.
Departments can specify different criteria for “active scholarship” needed to
supervise dissertations vs. theses/projects. In instances where a
project/thesis/dissertation committee is being co-chaired, at least one co-chair must
meet this eligibility requirement.

C. Special Appointment

There may be times when a uniquely qualified person, such as an individual from another university,
government, industry, or the arts and may be given a ͞Special Appointment͟ for a specific duty and for a
fixed period of time within undergraduate or graduate education.