



Nomination for Membership on the Graduate Faculty

See the reverse side of this form for an explanation of the different categories and the procedure necessary to have individuals added to the Graduate Faculty. **The department/unit must input the information onto the first 2 screens of the ARS system before this form can be accepted by the Graduate School.**

Date: _____

Candidates Name (Last, First, Middle)

University ID Number							

Academic Rank/Tenure Home (Dept.) if at UM

Graduate Program			

Full-time or Part-time?

Mailing Address

Current Graduate Faculty Status

Place Employed if Not UM/Years in that Status

Recommended Membership Level (see reverse side of this form for description of categories):
 Special Adjunct

Please indicate the candidate's Graduate Faculty duties on the reverse of this form.
If the nomination involves a student thesis/dissertation committee, provide the following information:

Student Name (Last, First, Middle)

University ID (UID)							

Degree Sought

Graduate Program			

Recommended By:

Director of Graduate Studies: Name/Signature	Date	Telephone	Email

Dean of the Graduate School	Date		

Please return this form to: The Graduate School • Room 2123 Lee Building University of Maryland at College Park • College Park, MD 20742-5121 301-405-0376 • Fax: 301-314-9305

If candidate wishes to direct theses or dissertations in programs other than in his/her home department, he/she must submit a separate copy of this page for each graduate program.

GRADUATE FACULTY DUTIES		UMCP	ELSEWHERE (SPECIFY)
Directed Master's Theses	# Completed		
	# In Progress		
Directed Doctoral Dissertations	# Completed		
	# In Progress		
Taught Courses Open Only to Graduate Students	Course #		
	Course Title		
	Course #		
	Course Title		

GRADUATE FACULTY CATEGORIES

Appointment Categories: Full, Adjunct, and Special Members of the Graduate Faculty

Automatic Appointments. All tenured and tenure-track faculty automatically qualify to serve as Full members of the Graduate Faculty. However, Assistant Professors may not serve as the Dean's Representative on dissertation examination committees.

Nominated Appointments. The following individuals may be nominated:

a) *Adjunct Members*, such as non-tenure-track faculty: research appointments; visiting, adjunct, or affiliated professors whose primary appointment is at the University of Maryland. Appointment is by approval of the Dean of the Graduate School. Nomination for appointment to Adjunct Member of the Graduate Faculty is made by the Head of the home unit, on the recommendation of the Full Members of the Graduate Faculty in the unit. Each nomination shall include a letter of support from the Head of the home unit, confirmation of approval of the Full Members of the Graduate Faculty in the unit, and current curriculum vitae. The term of appointment is five years and is renewable upon re-nomination by the Head of the home unit after appropriate review within the unit. The appointment is terminated upon resignation or retirement.

b) *Special Members*, such as those who are recognized as outstanding scholars, but who do not have any official affiliation with the campus. Appointment is by approval of the Dean of the Graduate School. Nomination for Appointment to Special Member of the Graduate Faculty is made by the Head of the home unit, on the recommendation of the Full Members of the Graduate Faculty in the unit. Each nomination will include a letter of support from the Head of the home unit, confirmation of approval of the Full Members of the Graduate Faculty in the unit, and current curriculum vitae. The term of appointment is five years and is renewable upon re-nomination by the Head of the home unit after appropriate review within the unit. The appointment is terminated upon resignation or retirement.

Prerogatives of Membership Categories

Members. All members who are tenured or tenure-track automatically become Members of the Graduate Faculty. Members (formerly "Regular Members") are eligible to teach courses restricted by graduate student enrollment; serve on departmental graduate committees; direct Master's theses and chair Master's committees; direct Doctoral research and chair Doctoral dissertation committees, and; vote for and serve on the Graduate Council and its committees if appointment or tenure is at the University of Maryland, College Park.

Adjunct Members. Adjunct members are eligible to teach courses restricted by graduate enrollment; serve on departmental graduate committees; direct Master's theses and chair Master's theses committees, and; serve on, but not chair, Doctoral committees.

Special Members. Special Members are eligible to co-direct Master's theses; serve on departmental graduate committees, and; serve on but not chair Doctoral dissertation committees without special permission.*

Additional copies of this form may be downloaded from: <http://www.gradschool.umd.edu/gss/forms/>

**Adjunct and Special Members may be authorized by the Dean of the Graduate School to chair a Doctoral dissertation or Master's thesis committee on the recommendation of the graduate program director or department chair that the member possesses the requisite skills and scholarly expertise.*