

Eastern Washington University

Graduate Faculty Status Nomination Form

- Submit this form with the nominee's current vitae or resume.
- Submit to the director for Graduate Studies at gradprograms@ewu.edu.
- The vitae should include the date the terminal degree was earned and EWU employment information, if applicable.
- Newly-hired assistant professors and lecturers are eligible for a probationary 3-year appointment as Primary Graduate Faculty based on holding an earned doctorate or other terminal or professional degree.
- Primary, Secondary, GAC Rep, and Affiliate are valid for 5 years
- Exempt Primary or Secondary status is valid for 2 years for faculty who may not meet the criteria at the time of nomination. (ex. a faculty member requesting primary status does not have two scholarly products in the last 5 years). Faculty may only have one exemption in a 10 year period.
- See Academic Policy 303-26, Ch. 3, Graduate Faculty Eligibility, for additional information

Graduate faculty with **Primary** status can:

- 1 – Create and revise the graduate curriculum
- 2 – Teach graduate courses
- 3 – Direct graduate research
- 4 – Supervise graduate student field experiences
- 5 – Participate in graduate degree committees as the chair, second or third member

Graduate Affairs Council Representative (GACR)

- 1 – Participate in graduate degree committees as the third member

Graduate faculty with **Secondary** status can:

- 1 – Teach graduate courses
- 2 – Supervise graduate field experiences
- 3 – Participate in graduate degree committees as the second or third member

Non-EWU Graduate Faculty with **Affiliate** status can:

- 1 – Supervise graduate field experiences
- 2 – Participate in graduate degree committees as the non-voting fourth member

Level requested (select only one):

Primary ____ Secondary ____ GAC Rep ____ Affiliate ____ Exempt Primary ____ Exempt-Secondary ____

Nomination

Name of faculty nominee: _____

ID Number (except Affiliate requests): _____

Department or program (or Professional Affiliation): _____

1. What type of faculty is the nominee?
 - a. ____ Tenure/Tenure-track
 - b. ____ Lecturer
 - c. ____ Quarterly (adjunct) _____
 - d. ____ Affiliate (non-EWU) (If Affiliate status, please skip to question 4)
 - e. ____ GACR (for graduate degree committees)
2. Is the nominee currently an EWU faculty member? ____ Yes ____ No.
 - a. If yes, ensure EWU is listed on the vitae with the start date of employment.
 - b. For newly hired quarterly (adjunct) faculty, chair verification is sufficient.
3. Is the nominee in the process of being hired? ____ Yes ____ No
 - a. If the nominee is a new hire, what is the term of the hire? _____
4. Is it possible that the nominee will have teaching responsibilities? ____ Yes ____ No ____ Unsure
 - a. If yes, describe. _____
5. Is it possible that the nominee will have responsibilities in directing graduate research? ____ Yes ____ No ____ Unsure
 - a. If yes, describe. _____
6. Is it possible that the nominee will supervise graduate student field experience? ____ Yes ____ No ____ Unsure

- a. If yes, describe. _____
7. Is it possible that the nominee will participate in graduate degree committees? ____ Yes ____ No __Unsure
 - a. If yes, indicate their role.
 - i. ____ Chair
 - ii. ____ Second
 - iii. ____ Third
 - iv. ____ Affiliate
8. Does the nominee hold an earned doctorate or other degree that is considered a terminal or professional degree by the academic department? ____ Yes ____ No
 - a. List the degree _____
 - b. If no, provide justification for your request. _____

9. If the nominee is requesting Primary status, list TWO research or creative works products from the past FIVE years.

<hr/> <i>Month & Year</i>	<i>Publication or Presentation Venue</i>	<hr/> <i>Title</i>
<hr/> <i>Month & Year</i>	<i>Publication or Presentation Venue</i>	<hr/> <i>Title</i>

10. Does the nominee have demonstrated effective teaching at the undergraduate and/or graduate level? This could include invited lectures, class presentations, or other types of teaching. ____ Yes ____ No __Unsure
a. If yes, describe. _____
11. Does the nominee have a minimum of three years of employment or service in a particular field directly related to the course(s) assigned to the faculty member? ____ Yes ____ No
a. If Yes, describe. _____

In extraordinary circumstances, departments or programs may request an exemption to the eligibility requirements for either Primary or Secondary Graduate Faculty status. Faculty who are granted an exemption will be provided two years of graduate faculty status at the level requested by the department. Faculty members may be granted only one exemption in any ten-year period.

12. Has the nominee had exempt status in the past 10 years? ____Yes ____No ____Unsure
a. If Yes, when did the nominee have exempt status? _____
13. Is the nominee requesting exempt status at this time? ____Yes ____No
a. If Yes, describe the rationale for the exemption. _____

Department Chair's Signature

Date

Signature indicates the department endorses the nomination of the above-named faculty member for graduate faculty status at the requested level.

For Graduate Studies Office Use:

Level: **Primary** ____ **Secondary** ____ **GACR** ____ **Affiliate** ____ **Exempt** ____
Appointment Term: **5 years** ____ **3 years** ____ (**new hire**) **2 years** ____ (**Exempt**) *Rev. 1/2020*