**Youngstown State University**

**School of Graduate Studies**

**Graduate Faculty Membership Standards Document  
Beeghly College of Education**

These guidelines will govern graduate faculty membership applications originating in the Beeghly College of Education. The guidelines, developed in consultation with members of the college's graduate faculty, set out membership designations and criteria and the application and review procedures through which membership is acquired.

**Graduate Faculty Designations and Criteria**

**Regular Member**

To be recommended for appointment as a regular member of the graduate faculty, an applicant shall satisfy the criteria specified below with respect to scholarship, teaching, and professional preparation. In applying these criteria, the Graduate Studies committee shall be cognizant of the nature of the Beeghly College of Education as a professional school, the centrality of teaching to its mission, and the value the University's *Vision for a Premier Metropolitan University* places on the integration of teaching, scholarship, and service.

The Beeghly College of Education Graduate Studies Committee encourages faculty to provide a portfolio of illustrative or representative works with their application for membership. The responsibility for doing rests with the individual faculty member. Appointment as a regular member of the graduate faculty will be for a five-year term.

1. Teaching and Instruction

Applicants must present evidence of significant contributions to enhance graduate-level instruction during the preceding four years, such as the extent to which their work reflects the utilization of appropriate instructional techniques, a concern with contemporary problems of practice, the imparting of the current research knowledge base in the field, the involvement of students in action research, the use of authentic assessment methods to evaluate student performance, the on-going revision of courses based on feedback from students and practitioners, etc.

Examples of portfolio items may include, but not be limited to, the following: new program or course proposals; course syllabi, bibliographies, and revisions of the same; original instructional materials, software, and multimedia; student assessment instruments; samples of student work products; videos of classroom instruction; student and peer course evaluations; lists of independent studies, thesis, or dissertations supervised; evidence of faculty instructional development programs attended and other items widely accepted by peers as evidence of quality teaching.

2. Scholarship

Applicants must provide evidence of scholarship during the four preceding years. Examples of scholarship for the purposes of these guidelines are characterized as primary or secondary in nature. To be eligible for regular member status, a faculty member must normally present evidence of either two scholarly activities from the primary category or one from the primary category and not fewer than three from the secondary category. However, the members of the Graduate Studies Committee recognize that the traditional foundation for judging an applicant's credentials lies in the degree to which the evidence of scholarship presented indicates that peers outside Youngstown State University value the applicant's scholarly products and activities.

a. Primary Evidence

Primary evidence of scholarship may include: an article in a respected refereed journal; a book or book chapter published by a respected press; a peer-reviewed presentation at a national or international meeting which is disseminated to peers or practitioners in written, audio, video, or other medium; a significant externally funded grant awarded on a competitive basis after peer review; election as an executive officer of a national or equivalent professional association or learned society; or another scholarly activity that is widely agreed by peers within the profession to represent a similar level of contribution to the discipline.

b. Secondary Evidence

Secondary evidence of scholarship may include: an article or chapter in a professional journal or monograph; the editorship or membership on an editorial review board of a professional journal in one's discipline; .a peer-reviewed presentation at a state or regional professional meeting; election to an executive office in a state professional association or learned society; a sustained, discipline-related collaborative research or consultation project with a state or local school district or other agency; membership on an accreditation team or professional review panel; a competitively-funded small grant; or another scholarly activity that is widely agreed by peers within the profession to represent a similar level of contribution to the discipline.

3. Professional Preparation

Candidates will have an earned doctorate or other terminal professional degree appropriate to their discipline.

**Associate Member**

1. Teaching and Scholarship

Evidence of on-going teaching and scholarly activities of the nature identified above and a professional development plan designed to lead to regular graduate faculty membership within two years. The two year term may be renewable once as provided for under university policy.

2. Professional Preparation

An earned doctorate or other terminal professional degree.

**Designated Member**

Demonstrated expertise in a specific knowledge area related to a particular graduate assignment as documented by the departmental chairperson and evidenced by professional preparation, experience, and current professional development appropriate to the graduate assignment. Appointments will be for a two year period and renewable as provided for under university policy.

**Adjunct Member**

Demonstrated evidence of professional preparation and substantial expertise in the particular area in which the individual is to serve, as documented by the departmental chairperson. Appointments will be for a two year period and renewable as provided for under university policy.